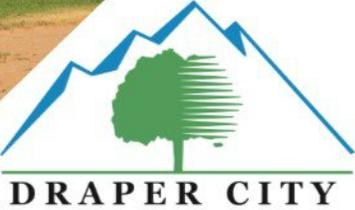


ANNUAL BUDGET
FISCAL YEAR ENDING:
JUNE 30, 2021

CITY OF DRAPER, UTAH



CITY OF DRAPER, UTAH

Adopted Annual Budget,

Fiscal Year Ending June 30, 2021

Prepared by:
DRAPER CITY FINANCE DEPARTMENT

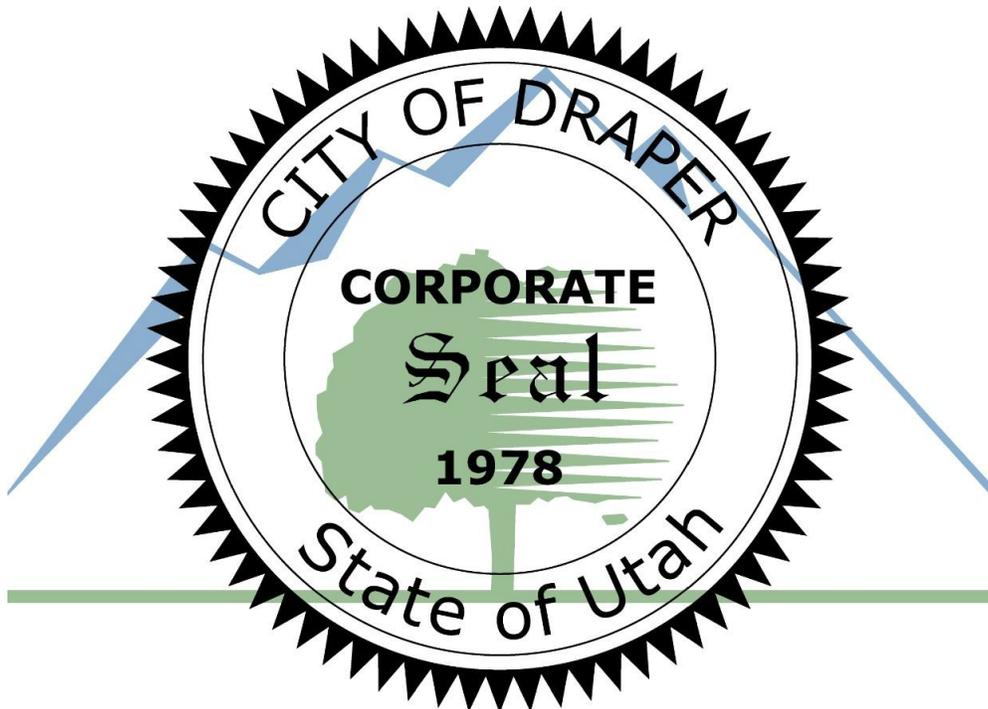




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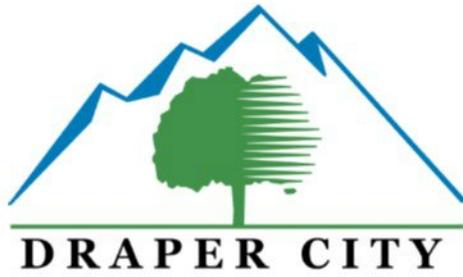
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EXECUTIVE SECTION

ANNUAL BUDGET
FISCAL YEAR ENDING - JUNE 30, 2021



Budget Transmittal Letter

June 16, 2020

To the Honorable Mayor, City Council and Residents of Draper;

It is my pleasure to submit to you the Fiscal Year 2020-2021 Budget for the City of Draper. This budget document provides detailed information concerning the financial conditions and activities of the City government for the fiscal year beginning July 1, 2020 and ending on June 30, 2021 (FY2021).

This final budget is a balanced budget pursuant to §10-6-110, Utah Code Annotated, that meets the essential service needs of Draper City and was prepared using budgetary practices and techniques recommended by the Governmental Accounting Standards Board (GASB) and the Governmental Finance Officers Association (GFOA). Draper City budgets for and maintains 11 major different funds. The total adopted budget for all of these funds is \$108,559,350, which includes all current and new capital projects.

During the budgetary process, the City was hit with the outbreak of COVID-19 and the corresponding shut down of the economy which significantly impacted the budget by decreasing the amount of revenue that would have been traditionally budgeted for. As a result of the pandemic, the adopted final budget was amended to reflect an anticipated \$2,795,760 shortfall in general fund revenue for FY2021 with the majority of it in a decrease of sales tax revenue (\$2,515,500).

Budget Highlights

The City has received the equalized certified tax rate from the State Tax Commission, which consists of the Draper City operations rate of 0.001148 and a General Obligation Debt Service rate of 0.000079. The combined rate is 0.001227, which was presented to the City Council for its approval. The increase in property tax revenue is attributed to new growth. General Fund revenues total \$35,985,650 of which \$24,962,900 (69.4%) comes from taxes. Licenses and Permits generate \$3,333,040 (8.93%). A new source of revenue that is in the adopted budget is an appropriation from the General Fund, Fund Balance. The amount budgeted is \$2,288,760 and is anticipated this would be a one-time appropriation to balance the General Fund due to the projected revenue shortfall. The remaining revenues in the General Fund total \$5,400,950. In the adopted budget, the original salary adjustments for a COLA (Cost of Living Adjustment) and/or merit increases have been removed. No new employee positions are included in this budget.

The Enterprise Funds include Culinary Water, Storm Water, Solid Waste and Ambulance. They have a combined operating budget of \$16,607,520. The Enterprise Funds revenues do not include a rate increase for FY 2021. Revenue and operational expenditures decreases have been budgeted due to the economic conditions.

Other Funds include the Community Development Renewal Agency (CDRA fund 210) with budgeted revenues and expenses of \$11,295,550 the Municipal Building Authority (MBA fund 230) budget of \$229,230 and B&C Road Fund (fund 240) has a budget of \$5,004,100.

The Capital Improvement Projects Fund covers all capital projects not related to Enterprise Funds. In the new fiscal year, the adopted budget has \$31,252,200 in projects. With the current economic conditions, no new capital projects were included for FY 2021. These projects have been previously approved and funded by the City Council. Also included in the adopted budget is the funding for the replacements of vehicles for \$967,700. These replacements include six police vehicles, five pick-up trucks and a support vehicle for fleet that will be used for all large vehicles.

David Dobbins
City Manager

Finance Department

1020 E Pioneer Rd | Office: (801) 576-6318 | Fax: (801) 576-6389

GENERAL CITY INFORMATION**Draper City General Information**

The City of Draper was incorporated on April 17, 1978, as a third class city under the provisions of the State of Utah and operates under a council-city manager form of government. The governing body consists of five elected council members and a mayor, each of which are elected to serve a four-year term. The heads of the various departments, formed to provide various services, are under the direct supervision of the City Manager. The City provides the following services as authorized by its charter: general administrative services, public safety (police and fire), highway and streets, solid waste, water, storm water, recreation and parks, public improvements, and planning and zoning.

History

Draper was first settled in 1849 by a man by the name of Ebenezer Brown, who was the son of Scottish immigrants. The unsettled area was known at the time as South Willow Creek, named for the creek the settlers frequently used. The Brown family used the large, open area to raise cattle to sell to those passing through the area on their way to California. As the City began to become more established, the name of the City was changed to Brownsville in honor of Ebenezer Brown and his family.

Within a few years the area began to blossom. Among the families who migrated to the area was Ebenezer's brother-in-law, William Draper III and his family. By 1854 the community had grown enough to establish the first post office in town. William Draper III soon became the first Presiding Elder of the small Mormon congregation in town and within a few years, the City had changed its name again to Draperville which was later shorted to Draper.



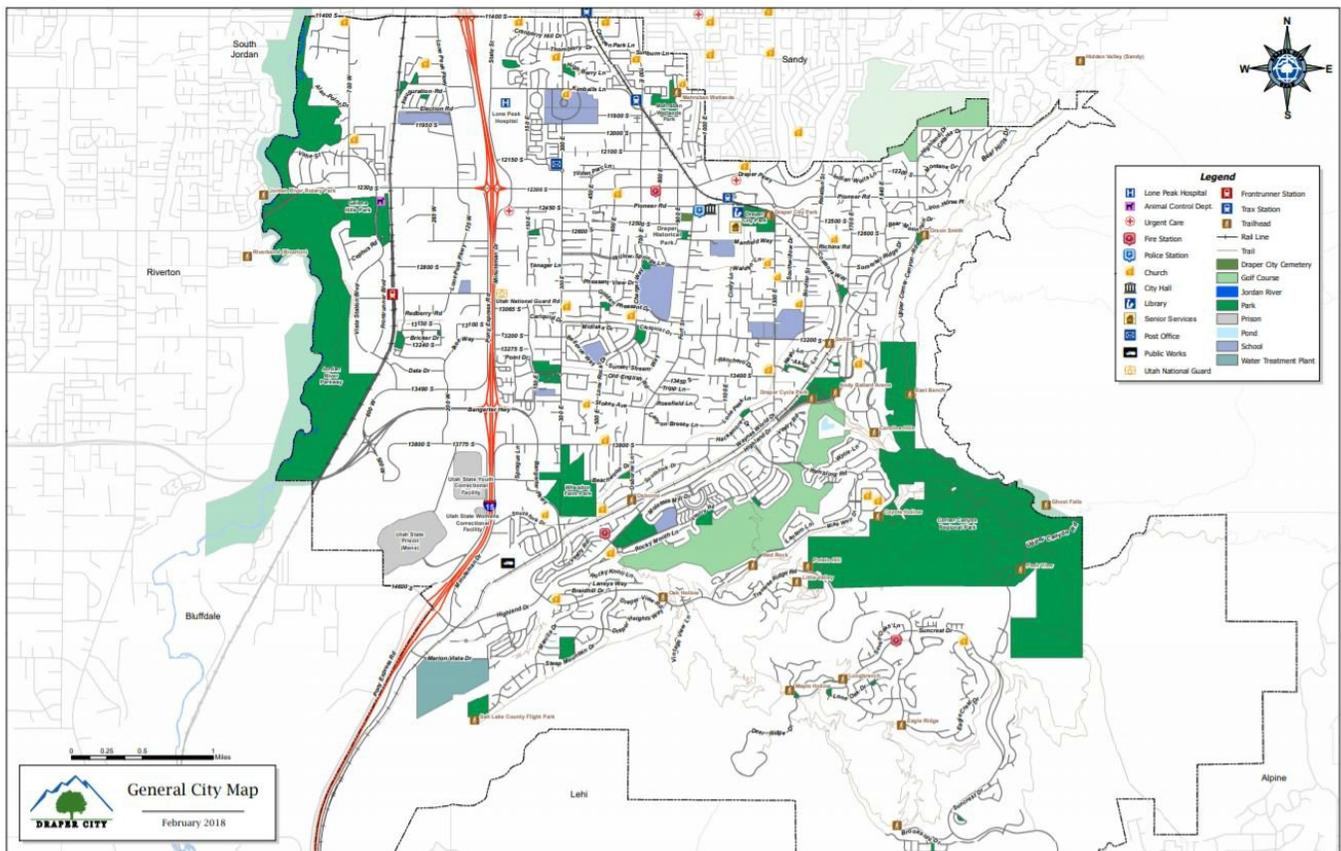
Photos: Draper Historical Society: Draper Park School - 1912 & Draper General Merchandise

GENERAL CITY INFORMATION

Location

Draper is strategically located at the intersection of the Utah and Salt Lake Valleys. It lies about 18 miles south of Salt Lake City and about 28 miles north of the Provo/Orem area. The total area of Draper City is 30.4 square miles.

The convenient location of Draper has brought major growth over the years. A lot of the growth in recent years has occurred on the west side of I-15. The beautiful ski resorts of Alta, Snowbird, Brighton and Solitude are all within a short half hour drive from Draper. Draper City is also home to one of the best hang gliding sites as well as one of the largest hang gliding schools in the nation. Below is a map showing the boundaries of Draper City.



Source: <https://www.draper.ut.us/307/Maps-for-Download>

LIST OF ELECTED AND APPOINTED OFFICIALS

Elected Officials - As of July 1, 2020

MAYOR	TROY WALKER
CITY COUNCIL MEMBER	MICHAEL GREEN
CITY COUNCIL MEMBER	TASHA LOWERY
CITY COUNCIL MEMBER	FRED LOWRY
CITY COUNCIL MEMBER	CAL ROBERTS
CITY COUNCIL MEMBER	MARSHA VAWDREY



Left to right: Tasha Lowery, Cal Roberts, Troy Walker, Mike Green, Marsha Vawdrey & Fred Lowry

Appointed Officials - As of July 1, 2020

CITY MANAGER	DAVID DOBBINS
ASSISTANT CITY MANAGER	RUSSELL FOX
CITY ATTORNEY	MICHAEL BARKER
CITY RECORDER	LAURA OSCARSON
CITY TREASURER	LOURDES RAMOS
COMMUNITY DEVELOPMENT DIRECTOR	CHRISTINA OLIVER
FINANCE DIRECTOR	ROBERT WYLIE
FIRE CHIEF	CLINT SMITH
HUMAN RESOURCES DIRECTOR	HAZEL DUNSMORE
JUSTICE COURT JUDGE	DANIEL BERTCH
PARK & RECREATION DIRECTOR	RHETT OGDEN
POLICE CHIEF	JOHN EINING
PUBLIC WORKS DIRECTOR/CITY ENGINEER	SCOTT COOLEY

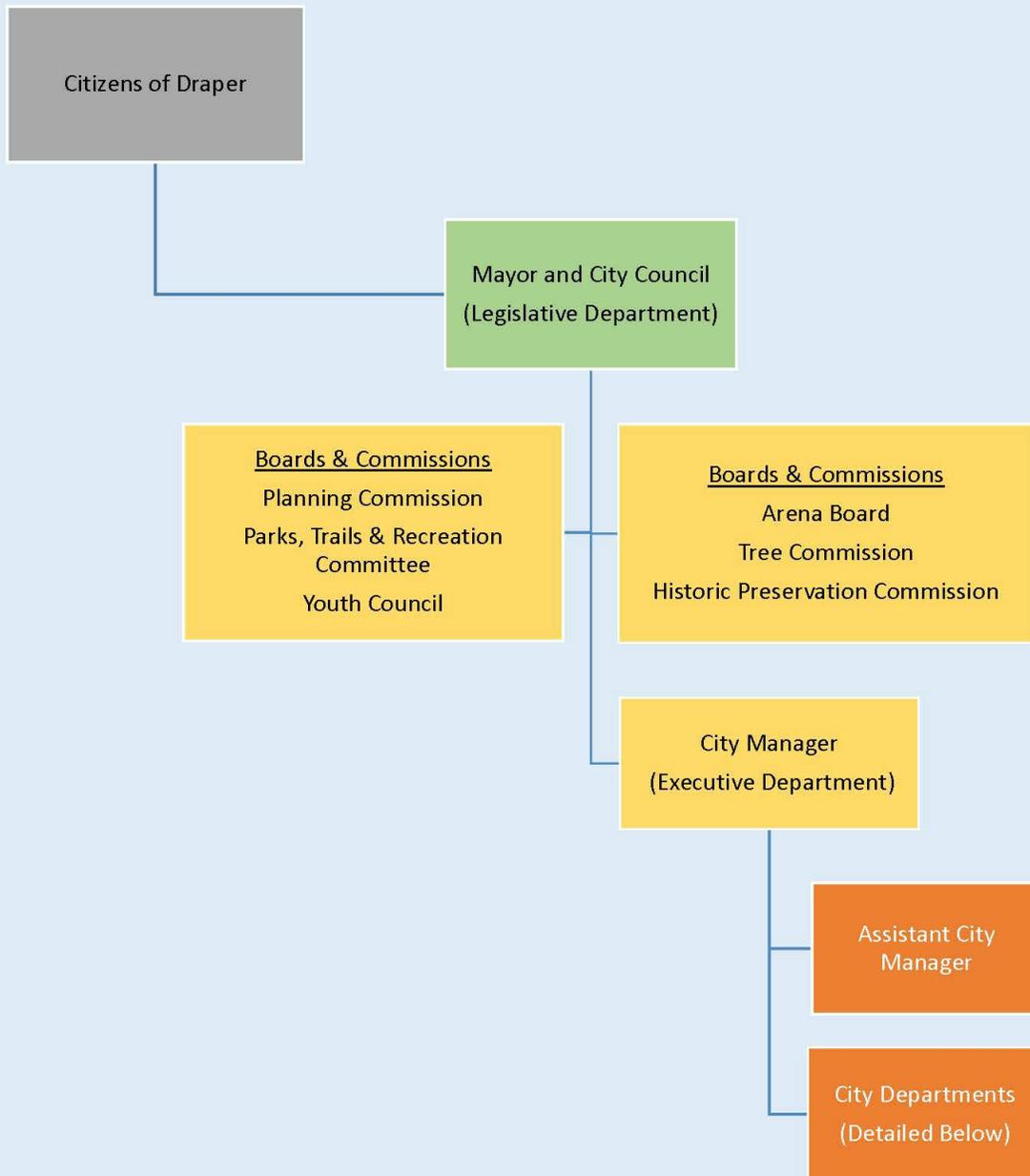
MISSION STATEMENT AND VALUES

Mission Statement:

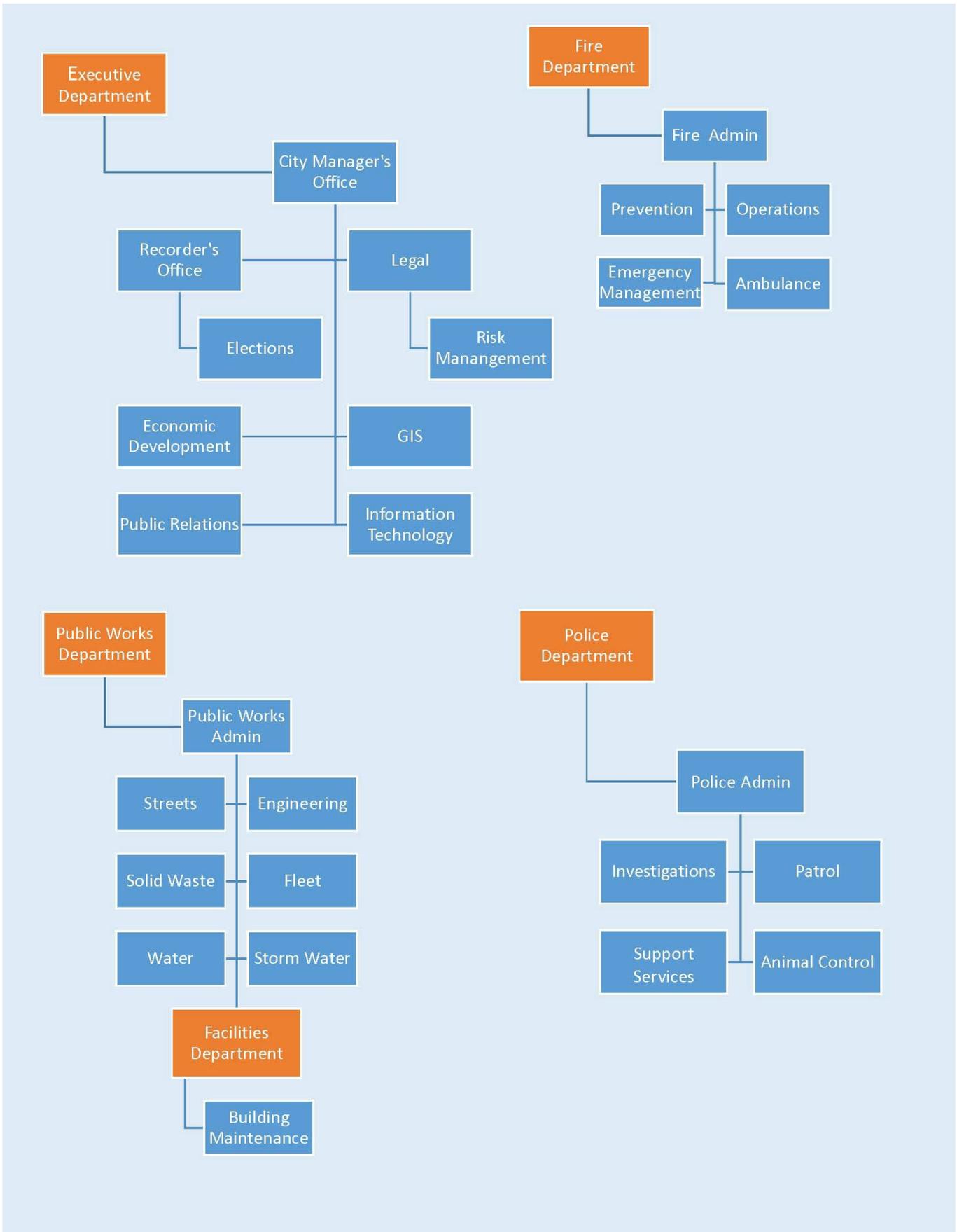
Draper City is a community that preserves its unique identity and heritage, and provides protection and services for its citizens.

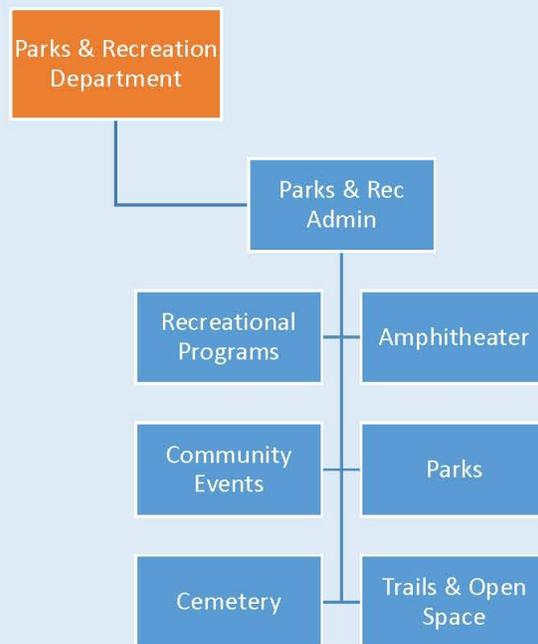
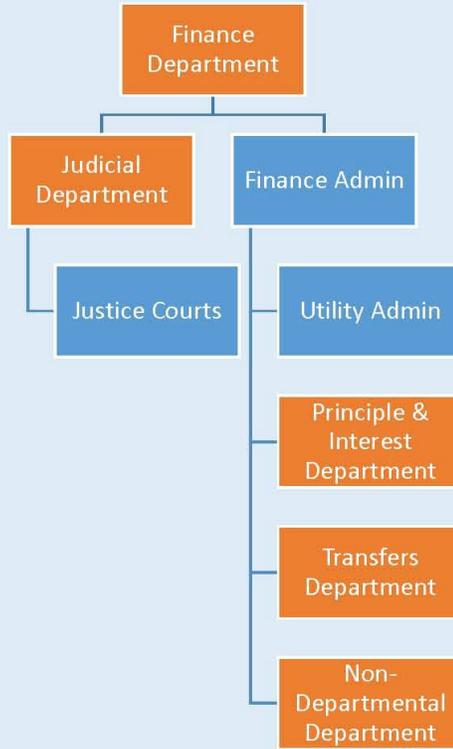


ORGANIZATIONAL CHART



ORGANIZATIONAL CHART CONTINUED







WAGE SCALE - GENERAL

DRAPER CITY WAGE SCALE
Effective 7/1/2019

GRADE	MIN. RANGE	MID. POINT	MAX. RANGE
3	\$7.81	\$10.15	\$12.48
4	\$8.22	\$10.68	\$13.14
5	\$9.05	\$11.75	\$14.44
6	\$9.95	\$12.92	\$15.90
7	\$10.94	\$14.22	\$17.48
8	\$12.04	\$15.64	\$19.23
9	\$13.24	\$17.21	\$21.17
10	\$14.57	\$18.92	\$23.27
11	\$16.01	\$20.81	\$25.59
12	\$17.63	\$22.90	\$28.16
13	\$19.38	\$25.18	\$30.98
14	\$21.33	\$27.70	\$34.08
15	\$23.45	\$30.46	\$37.46
16	\$25.80	\$33.51	\$41.22
17	\$28.38	\$36.86	\$45.34
18	\$31.20	\$40.53	\$49.86
19	\$34.32	\$44.59	\$54.86
20	\$37.76	\$49.05	\$60.34
21	\$41.52	\$53.95	\$66.36
22	\$45.69	\$59.34	\$73.00
23	\$50.25	\$68.54	\$86.72
Hourly Salary Range			

GRADE	MIN. RANGE	MID. POINT	MAX. RANGE
3	\$ 16,251.46	\$ 21,109.92	\$ 25,968.38
4	\$ 17,100.10	\$ 22,213.15	\$ 27,326.21
5	\$ 18,818.59	\$ 24,440.83	\$ 30,041.86
6	\$ 20,685.60	\$ 26,880.67	\$ 33,075.74
7	\$ 22,764.77	\$ 29,575.10	\$ 36,364.22
8	\$ 25,034.88	\$ 32,524.13	\$ 39,992.16
9	\$ 27,538.37	\$ 35,791.39	\$ 44,023.20
10	\$ 30,296.45	\$ 39,355.68	\$ 48,393.70
11	\$ 33,309.12	\$ 43,280.64	\$ 53,230.94
12	\$ 36,661.25	\$ 47,629.92	\$ 58,577.38
13	\$ 40,310.40	\$ 52,382.30	\$ 64,432.99
14	\$ 44,362.66	\$ 57,622.66	\$ 70,882.66
15	\$ 48,775.58	\$ 63,350.98	\$ 77,926.37
16	\$ 53,655.26	\$ 69,694.56	\$ 85,733.86
17	\$ 59,022.91	\$ 76,674.62	\$ 94,305.12
18	\$ 64,899.74	\$ 84,312.38	\$ 103,703.81
19	\$ 71,391.84	\$ 92,756.35	\$ 114,099.65
20	\$ 78,541.63	\$ 102,027.74	\$ 125,513.86
21	\$ 86,370.34	\$ 112,211.42	\$ 138,031.30
22	\$ 95,026.46	\$ 123,434.69	\$ 151,842.91
23	\$ 104,510.02	\$ 142,563.20	\$ 180,377.60
			Annual Salary Range
Annual Hours	2080		

Wage Scale Adjustment History:

- Effective 07/01/2015 - 3%
- Effective 07/01/2016 - 2.5%
- Effective 07/01/2017 - Min. range 0%, mid. point 4.2% and max. range 7%
- Effective 07/01/2019 - Grade 23 mid point 5% and max range 8%
- Effective 07/01/2019 - 2%

Merit & COLA History:

- Effective July 2015 - 3% COLA
- Effective July 2016 - 2.5% COLA
- Effective July 2017 - 3.5% Merit
- Effective July 2018 - 3% Merit
- Effective July 2019 - 2% COLA & 1% Merit



WAGE SCALE - POLICE CAREER PATH PAY PLAN (SWORN OFFICERS)

Police Officers - 5% between entry and Step 6 then 4% between step 7 through step 11.
Sergeants - 3% between steps
Lieutenants - 3% between steps

Position	Grade	Entry	Step 1	Step 2	Step 3	Step 4	Step 5
		New Hire	End of Probation				
Police Officer	P-1	\$ 21.00	\$ 22.05	\$ 23.15	\$ 24.31	\$ 25.53	\$ 26.81
		\$ 43,680.00	\$ 45,864.00	\$ 48,152.00	\$ 50,564.80	\$ 53,102.40	\$ 55,764.80
		Step 6	Step 7	Step 8	Step 9	Step 10	Step 11
Police Officer	P-1	\$ 28.15	\$ 29.28	\$ 30.45	\$ 31.67	\$ 32.94	\$ 34.26
		\$ 58,552.00	\$ 60,902.40	\$ 63,336.00	\$ 65,873.60	\$ 68,515.20	\$ 71,260.80
Sergeant	P-2		\$ 35.95	\$ 37.03	\$ 38.14	\$ 39.28	\$ 40.46
			\$ 74,776.00	\$ 77,022.40	\$ 79,331.20	\$ 81,702.40	\$ 84,156.80
Lieutenant	P-3			\$ 42.49	\$ 43.76	\$ 45.07	\$ 46.43
				\$ 88,379.20	\$ 91,020.80	\$ 93,745.60	\$ 96,574.40

Effective 07/01/2019



WAGE SCALE - FIRE DEPARTMENT CAREER PATH PAY PLAN

Position	Effective Range
Firefighter EMT - I	Entry plus 12 steps
Firefighter EMT - II	11 Steps
Firefighter Engineer EMT	10 Steps
Firefighter Paramedic - I	Entry plus 12 steps
Firefighter Paramedic - II	11 Steps
Fire Captain	5 Steps with experience, 7 Steps with degree
Battalion Chief	3 Steps with experience, 5 steps with degree

Effective 07/01/2019

2.75% Step Increases between steps

*Promote/hire to Step 6 with an Associates Degree, Step 8 with years of experience only.

**Promote/hire to Step 8 with a Bachelor's Degree, Step 10 with years of experience only.

Annual wages are based on 2,912 scheduled hours.

Position	Grade	Entry	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
		New Hire	End of Probation					
Firefighter I	F-1	\$ 13.48 \$ 39,253.76	\$ 13.85 \$ 40,331.20	\$ 14.24 \$ 41,466.88	\$ 14.63 \$ 42,602.56	\$ 15.03 \$ 43,767.36	\$ 15.44 \$ 44,961.28	\$ 15.87 \$ 46,213.44
Firefighter II	F-2			\$ 15.03 \$ 43,767.36	\$ 15.44 \$ 44,961.28	\$ 15.87 \$ 46,213.44	\$ 16.31 \$ 47,494.72	\$ 16.76 \$ 48,805.12
Paramedic I	F-3	\$ 15.76 \$ 45,893.12	\$ 16.20 \$ 47,174.40	\$ 16.64 \$ 48,455.68	\$ 17.06 \$ 49,678.72	\$ 17.56 \$ 51,134.72	\$ 18.05 \$ 52,561.60	\$ 18.54 \$ 53,988.48
Engineer	F-4				\$ 18.24 \$ 53,114.88	\$ 18.74 \$ 54,570.88	\$ 19.26 \$ 56,085.12	\$ 19.79 \$ 57,628.48
Paramedic II	F-5			\$ 18.23 \$ 53,085.76	\$ 18.74 \$ 54,570.88	\$ 19.25 \$ 56,056.00	\$ 19.78 \$ 57,599.36	\$ 20.32 \$ 59,171.84
Captain*	F-6							\$ 23.49 \$ 68,402.88
Battalion Chief**	F-7							

		Step 7	Step 8	Step 9	Step 10	Step 11	Step 12
Firefighter I	F-1	\$ 16.31 \$ 47,494.72	\$ 16.76 \$ 48,805.12	\$ 17.22 \$ 50,144.64	\$ 17.69 \$ 51,513.28	\$ 18.18 \$ 52,940.16	\$ 18.68 \$ 54,396.16
Firefighter II	F-2	\$ 17.22 \$ 50,144.64	\$ 17.69 \$ 51,513.28	\$ 18.18 \$ 52,940.16	\$ 18.68 \$ 54,396.16	\$ 19.19 \$ 55,881.28	\$ 19.72 \$ 57,424.64
Paramedic I	F-3	\$ 19.06 \$ 55,502.72	\$ 19.58 \$ 57,016.96	\$ 20.12 \$ 58,589.44	\$ 20.68 \$ 60,220.16	\$ 21.25 \$ 61,880.00	\$ 21.83 \$ 63,568.96
Engineer	F-4	\$ 20.33 \$ 59,200.96	\$ 20.89 \$ 60,831.68	\$ 21.46 \$ 62,491.52	\$ 22.05 \$ 64,209.60	\$ 22.66 \$ 65,985.92	\$ 23.29 \$ 67,820.48
Paramedic II	F-5	\$ 20.88 \$ 60,802.56	\$ 21.45 \$ 62,462.40	\$ 22.04 \$ 64,180.48	\$ 22.65 \$ 65,956.80	\$ 23.28 \$ 67,791.36	\$ 23.91 \$ 69,625.92
Captain*	F-6	\$ 24.14 \$ 70,295.68	\$ 24.81 \$ 72,246.72	\$ 25.49 \$ 74,226.88	\$ 26.18 \$ 76,236.16	\$ 26.91 \$ 78,361.92	\$ 27.65 \$ 80,516.80
Battalion Chief**	F-7		\$ 28.92 \$ 84,215.04	\$ 29.71 \$ 86,515.52	\$ 30.53 \$ 88,903.36	\$ 31.37 \$ 91,349.44	\$ 32.23 \$ 93,853.76



STAFFING DOCUMENT

Division & Job Title	GRADE	FY19	FY20	FY21	Notes:
GENERAL FUND					
Legislative Department					
Mayor & Council					
Mayor	24	1.00	1.00	1.00	
City Council	23	5.00	5.00	5.00	
TOTAL LEGISLATIVE DEPARTMENT		6.00	6.00	6.00	
Executive Department					
City Manager					
City Manager	23	1.00	1.00	1.00	
Assistant City Manager	22	1.00	1.00	1.00	
Assistant to the City Manager	16	1.00	1.00	1.00	
Administrative Intern	6	0.20	0.20	0.20	
		3.20	3.20	3.20	
City Recorder					
City Recorder	17	1.00	1.00	1.00	
Deputy Recorder	14	1.00	1.00	1.00	
Passport Technician	11	1.00	1.00	1.00	
Office Clerk I/II	8/9	0.72	0.72	0.72	
		3.72	3.72	3.72	
Public Relations					
Communications Director	20		1.00	1.00	
Public Relations Specialist	15	1.00			
Social Media Intern	6	0.20	0.20	0.20	
		1.20	1.20	1.20	
Youth Council					
Youth Council Adviser	7	0.17	0.17	0.17	
		0.17	0.17	0.17	
Legal					
City Attorney	23	1.00	1.00	1.00	
Assistant Attorney	17	1.00	1.00	1.00	
Legal Assistant	12	1.00	1.00	1.00	
		3.00	3.00	3.00	
Information Technology					
Information Technology Director	21	1.00	1.00	1.00	
Network Administrator	18	1.00	1.00	1.00	
Applications Administrator	15	1.00	1.00	1.00	
		3.00	3.00	3.00	



Division & Job Title	GRADE	FY19	FY20	FY21	Notes:
GENERAL FUND					
Executive Department Continued					
Geographic Information Systems (GIS)					
GIS Manager	17	1.00	1.00	1.00	
GIS Specialist I/II/III	12/13/15	1.00	1.00	1.00	
GIS Technician	11	0.50	0.50	0.50	
		2.50	2.50	2.50	
TOTAL EXECUTIVE DEPARTMENT		16.79	16.79	16.79	
Human Resources Department					
Human Resource Director	20	1.00	1.00	1.00	
Human Resource Generalist	15	1.00	1.00	1.00	
Administrative Assistant I/II/III	9/10/11	0.50			
TOTAL HUMAN RESOURCES DEPARTMENT		2.50	2.00	2.00	
Finance Department					
Finance					
Finance Director	21	1.00	1.00	1.00	
Assistant Finance Director	19	1.00	1.00	1.00	
Treasurer	16	1.00	1.00	1.00	
Purchasing Agent	15	1.00	1.00	1.00	
Accountant I/II	13/14	1.00	1.00	1.00	
Payroll Coordinator	12	1.00	1.00	1.00	
Accounts Payable Technician I/II	11/12	1.00	1.00	1.00	
Finance Clerk I/II	9/10	1.25	1.25	1.25	
TOTAL FINANCE DEPARTMENT		8.25	8.25	8.25	
Judicial Department					
Justice Court					
Judge	23	0.60	0.60	0.60	
Court Manager	15	1.00	1.00	1.00	
Court Supervisor	13		1.00	1.00	
Court Clerk I/II/III	9/10/11	4.00	3.00	3.00	
TOTAL JUDICIAL DEPARTMENT		5.60	5.60	5.60	



Division & Job Title	GRADE	FY19	FY20	FY21	Notes:
GENERAL FUND					
Police Department					
Police Administration					
Police Chief	22	1.00	1.00	1.00	
Lieutenant	P3	2.00	2.00	2.00	
Police Sergeant	P2	1.00	1.00	1.00	
Project Coordinator	12	0.63			
Executive Assistant	12	1.00	1.00	1.00	
		5.63	5.00	5.00	
Patrol					
Police Sergeant	P2	6.00	6.00	6.00	
Police Officer	P1	26.00	26.00	25.00	Reassignment
Park Ranger (Police Officer)	P1	1.00	1.00	1.00	
Crossing Guard Supervisor	10	0.24	0.24	0.24	
Crossing Guards	8	5.29	5.64	5.64	
		38.53	38.88	37.88	
Investigations					
Police Sergeant	P2	1.00	1.00	1.00	
Police Officer	P1	6.00	6.00	7.00	Reassignment
Crime Scene / Evidence Technician	13	1.00	1.00	1.00	
Evidence Technician	11		0.63	0.63	
Community Crime Analyst	12	1.00	1.00	1.00	
Project Coordinator	12	1.00	1.00	1.00	
		10.00	10.63	11.63	
Support Services					
Crime Prevention Specialist	11	1.00	1.00	1.00	
Support Services Supervisor	13	1.00	1.00	1.00	
Support Services Clerk I/II/III	9/10/11	2.50	2.50	2.50	
		4.50	4.50	4.50	
Animal Services					
Animal Services Supervisor	13	1.00	1.00	1.00	
Animal Services Officer I/II	10/11	2.00	2.00	2.00	
Animal Services Custodian	6	0.38	0.38	0.38	
		3.38	3.38	3.38	
TOTAL POLICE DEPARTMENT		62.04	62.39	62.39	



Division & Job Title	GRADE	FY19	FY20	FY21	Notes:
GENERAL FUND					
Fire Department					
Fire Administration					
Fire Chief	22	1.00	1.00	1.00	
Deputy Fire Chief	20	1.00	1.00	1.00	
Battalion Chief	F7	2.00	2.00		Reassignment
Executive Assistant	12	1.00	1.00	1.00	
Administrative Assistant I/II/III	9/10/11	0.72	0.72	0.72	
		5.72	5.72	3.72	
Fire Prevention					
Fire Marshal	16	1.00	1.00	1.00	
Fire Inspector	14	1.00	1.00	1.00	
		2.00	2.00	2.00	
Fire Operations - FTE's @ 2,912 Hours					
Battalion Chief	F7			2.00	Reassignment
Captain	F6	9.00	9.00	9.00	
Engineer	F4	9.00	9.00	9.00	
Firefighter	F1/F2	3.00	3.00	3.00	
Firefighter Part Time	F1/F2	3.00	3.00	3.00	
		24.00	24.00	26.00	
TOTAL FIRE DEPARTMENT		31.72	31.72	31.72	



Division & Job Title	GRADE	FY19	FY20	FY21	Notes:
GENERAL FUND					
Public Works Department					
Public Works Administration					
Public Works Director / City Engineer	22	1.00	1.00	1.00	
Deputy Public Works Director / City Engineer	20	1.00	1.00	1.00	
Public Works Area Manager	18	1.00	1.00	1.00	
Office Manager	13	1.00	1.00	1.00	
Administrative Assistant I/II/III	9/10/11	1.00	1.00	1.00	
		5.00	5.00	5.00	
Fleet					
Mechanic II	12	2.00	2.00	2.00	
		2.00	2.00	2.00	
Engineering					
Senior Engineering Manager	19	1.00	2.00	2.00	
Engineer I / II / III	15/17/18	3.00	2.00	2.00	
Engineering Inspector Supervisor	16	1.00	1.00	1.00	
Engineering Inspector I/II	14/15	3.00	3.00	3.00	
Engineering Design Technician	13	2.00	2.00	2.00	
Executive Assistant	12	1.00	1.00	1.00	
Administrative Assistant I/II/III	9/10/11	0.63	0.63	0.63	
Scanning Tech	9	0.50	0.50	0.50	
		12.13	12.13	12.13	
Streets					
Streets Manager	16	1.00	1.00	1.00	
Concrete Specialist	13	1.00	1.00	1.00	
Streets Foreman	13	1.00	1.00	1.00	
Heavy Equipment Operator	12	1.00	3.00	3.00	
Equipment Operator I/II	10/11	4.00	2.00	2.00	
		8.00	8.00	8.00	
TOTAL PUBLIC WORKS DEPARTMENT		27.13	27.13	27.13	
Facilities Department					
Facilities Administration					
Facilities Manager	16	1.00	1.00	1.00	
HVAC Technician	14		1.00	1.00	
Facilities Maintenance Coordinator	12	1.00			
Community Service Coordinator	12	1.00	1.00	1.00	
Van Driver Pool Employees	6	0.75	0.75	0.75	
Part-Time Facilities Worker I/II (Pool)	6/7	3.50	3.50	3.50	
TOTAL FACILITIES DEPARTMENT		7.25	7.25	7.25	



Division & Job Title	GRADE	FY19	FY20	FY21	Notes:
GENERAL FUND					
Community Development Department					
Community Development					
Community Development Director	21	1.00	1.00	1.00	
Office Manager	13	1.00	1.00	1.00	
Administrative Assistant I/II/III	9/10/11	1.50	1.50	1.50	
Scanning Tech	9	0.50	0.50	0.50	
		4.00	4.00	4.00	
Code					
Code Enforcement Officer	13	1.00	1.00	1.00	
		1.00	1.00	1.00	
Building					
Chief Building Official	18	1.00	1.00	1.00	
Plans Examiner	15	4.00	4.00	4.00	
Building Inspector Supervisor	15	1.00	1.00	1.00	
Building Inspector I/II/III	12/13/14	2.00	2.00	2.00	
Building Permit Tech	11	1.00	1.00	1.00	
		9.00	9.00	9.00	
Planning					
Senior Planner	17	1.00	1.00	1.00	
Planner I/II/III	12/14/15	3.00	3.00	3.00	
Planning Coordinator	12	1.00	1.00	1.00	
		5.00	5.00	5.00	
Business Licensing					
Business License Official	12	1.00	1.00	1.00	
		1.00	1.00	1.00	
TOTAL COMMUNITY DEVELOPMENT DEPT.		20.00	20.00	20.00	
Non-Department					
Emergency Operations					
Emergency Services Coordinator	12	0.63			
TOTAL NON-DEPARTMENT		0.63			



Division & Job Title	GRADE	FY19	FY20	FY21	Notes:
GENERAL FUND					
Parks and Recreation Department					
Parks & Recreation Administration					
Parks & Recreation Director	21	1.00	1.00	1.00	
Parks Projects Manager	16	1.00	1.00	1.00	
Executive Assistant	12	1.00	1.00	1.00	
Administrative Assistant I/II/III	9/10/11	1.06	1.00	1.00	
		4.06	4.00	4.00	
Parks					
Parks Manager	16	1.00	1.00	1.00	
Parks Foreman	13	2.00	2.00	2.00	
Parks Maintenance Technician I/II/III	10/11/12	12.00	12.00	12.00	
Parks Worker	6		1.00	1.00	
Seasonal Laborer Pool	6	8.50	7.50	7.50	
		23.50	23.50	23.50	
Amphitheater					
Amphitheater Coordinator Pool	9	0.19	0.19	0.19	
		0.19	0.19	0.19	
Community Events					
Special Events Coordinator I/II/III	12/13/14	1.00	1.00	1.00	
		1.00	1.00	1.00	
Trails and Open Space					
Open Space Manager	16	1.00	1.00	1.00	
Open Space Foreman	13	1.00	1.00	1.00	
Open Space Worker	6		1.00	1.00	
Open Space Seasonal Laborer Pool	6	2.50	1.50	1.50	
		4.50	4.50	4.50	
Recreation Programs					
Recreation Manager	16	1.00	1.00	1.00	
Recreation Coordinator	12	1.00	1.00	1.00	
Recreation Program Worker Pool Employees	Various	1.20	1.20	1.20	
		3.20	3.20	3.20	
TOTAL PARKS & RECREATION DEPT.		36.45	36.39	36.39	
TOTAL GENERAL FUND		224.36	223.52	223.52	

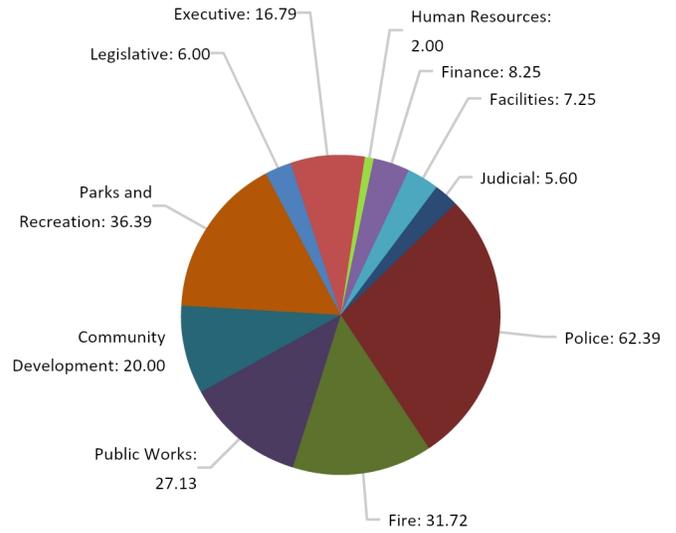


Division & Job Title	GRADE	FY19	FY20	FY21	Notes:
OTHER FUNDS					
Class B&C Road Fund					
Crack Seal Seasonal Laborers	6	1.00	1.00	1.00	
Ambulance Fund					
Battalion Chief	F7	1.00	1.00	1.00	
Paramedic - FTE's @ 2,912 Hours	F3/F5	15.00	15.00	15.00	
Paramedic Part-Time - FTE's@2,912 Hours	F3	4.00	4.00	4.00	
		20.00	20.00	20.00	
FTE's Allocated Into Water, Storm & Solid Waste					
					Allocated by % of Revenues
GIS Specialist I/II/III	12/13/15	1.00	1.00	1.00	
Utility Billing Clerk I/II/III	9/10/11	2.00	2.00	2.00	
		3.00	3.00	3.00	
Water Fund					
Water Manager	17	1.00	1.00	1.00	
Water Foreman	14	1.00	1.00	1.00	
Cross Connection Inspector	13	1.00	1.00	1.00	
Water System Operator I/II/III	11/12/13	4.00	4.00	4.00	
		7.00	7.00	7.00	
Storm Water Fund					
Storm Water Specialist	13	1.00	1.00	1.00	
Storm Water Foreman	13	1.00	1.00	1.00	
Heavy Equipment Operator	12	2.00	2.00	2.00	
Equipment Operator I/II	10/11	1.00	2.00	2.00	
Storm Water Compliance Inspector (SWPPP)	11	0.50	0.50	0.50	
		5.50	6.50	6.50	
Solid Waste Fund					
Solid Waste Manager	16	1.00	1.00	1.00	
Mechanic I/II/III	11/12/13	1.00	1.00	1.00	
Solid Waste Foreman	13	1.00	1.00	1.00	
Equipment Operator I/II/III	10/11/12	5.00	6.00	6.00	
		8.00	9.00	9.00	
Risk Management ISF					
Risk Management Coordinator	15	0.63	1.00	1.00	
TOTAL OTHER FUNDS		45.13	47.50	47.50	
TOTAL ALL FUNDS		269.49	271.02	271.02	

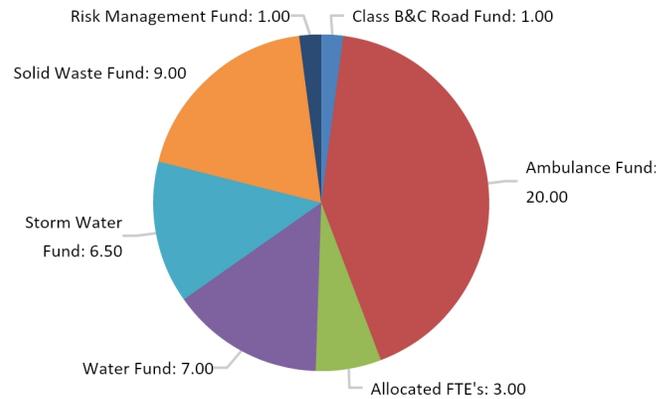


STAFFING DOCUMENT - SUMMARY

General Fund:	FY19	FY20	FY21
Legislative	6.00	6.00	6.00
Executive	16.79	16.79	16.79
Human Resources	2.50	2.00	2.00
Finance	8.25	8.25	8.25
Facilities	7.25	7.25	7.25
Non Department	0.63		
Judicial	5.60	5.60	5.60
Police	62.04	62.39	62.39
Fire	31.72	31.72	31.72
Public Works	27.13	27.13	27.13
Community Development	20.00	20.00	20.00
Parks and Recreation	36.45	36.39	36.39
Total General Fund	224.36	223.52	223.52



Other Funds:	FY19	FY20	FY21
Class B&C Road Fund	1.00	1.00	1.00
Ambulance Fund	20.00	20.00	20.00
Allocated FTE's	3.00	3.00	3.00
Water Fund	7.00	7.00	7.00
Storm Water Fund	5.50	6.50	6.50
Solid Waste Fund	8.00	9.00	9.00
Risk Management Fund	0.63	1.00	1.00
Total Other Funds	45.13	47.50	47.50
Total City Wide FTE	269.49	271.02	271.02





INFORMATIONAL SECTION

ANNUAL BUDGET
FISCAL YEAR ENDING - JUNE 30, 2021



BUDGET PROCESS

Budget Process

The process used to develop and adopt the City's budget is critical. The budget process is an essential element in the financial planning, control and evaluation of the City and it provides opportunity for the citizens of the City to be heard by their elected officials about the service levels within the City supported by their tax dollars. Recognizing the significance of the budget process, the Utah Legislature set forth laws that define the budget process, both for the protection of the taxpayers and for the elected and appointed city officials. The Uniform Fiscal Procedures Act for Utah Cities contains those laws. For ease of understanding the laws pertaining to the normal budget process have been summarized on the following pages.

Utah State Code Section 10-6-106(11) defines the Budget Officer of the City as the following:
"Budget Officer means the City Auditor in cities of the first and second class, the mayor or some person appointed by the mayor with the approval of the City Council in cities of the third class, the mayor in the council-mayor optional form of government, or the person designated by the charter in charter cities."

In Draper City, the Mayor has designated the City Manager as the Budget Officer.

In addition to preparing the tentative budget, the budget officer is required to prepare a budget message, "which shall explain the budget, contain an outline of the proposed financial policies of the City for the budget year, and shall describe the important features of the budgetary plan", including "reasons for salient changes from the previous year in appropriation and revenue items, and shall explain any major changes in financial policy". (Utah State Code, Section 10-6-111(2))

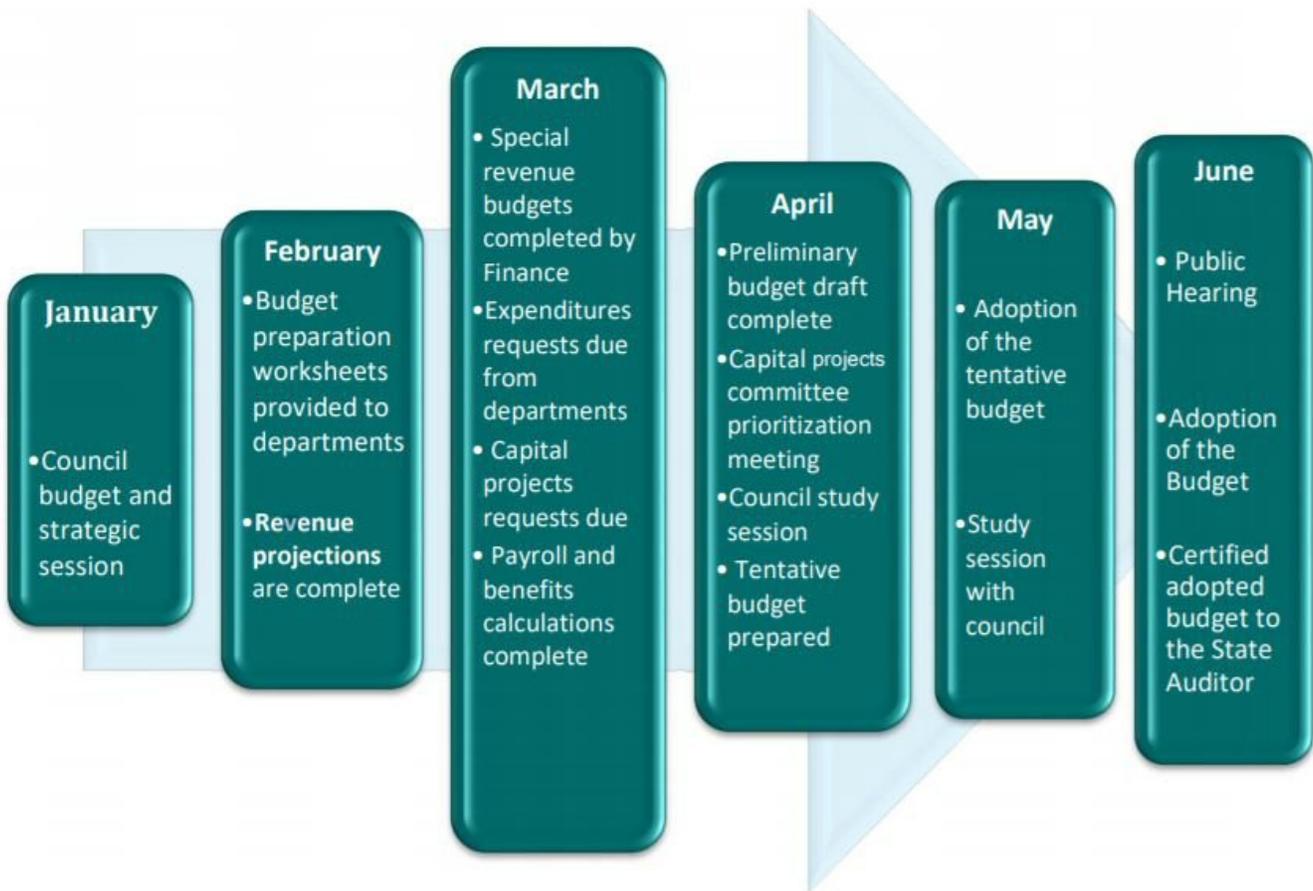
The budget laws recognize the benefits of uniform budgets which can be compared from one year to the next and can also be compared with other cities. The State Auditor is charged with ensuring they are completed and available for the public to view. Reports can be found at <https://secure.utah.gov/auditor-search/?p=localgov>



FINANCIAL POLICIES: BUDGET

Budget Summary and Calendar

1. Budgets are required for general, special revenue, debt service, enterprise and capital project funds.
2. Budgets must be balanced, and represent a financial plan of all estimated revenues and appropriations for expenditures.
3. By the first regularly scheduled council meeting in May, the budget officer shall prepare and file a tentative budget with council. The tentative budget is to be reviewed and adopted by the council. During this meeting, the council is to establish the time and place of the hearing to adopt the final budget.
4. The tentative budget shall be a public record available for inspection for at least ten days prior to the adoption of the budget.
5. A published notice is required for seven (7) days prior to the public hearing on the adoption of the budget.
6. A public hearing is to be held on the tentatively adopted budget.
7. Final adjustments to the tentative budget will be made by the council after the public hearing.
8. The council will adopt by resolution or ordinance, the proposed tax rate and budget by June 30th. A copy of the budget is certified by the budget officer and filed with the State Auditor within thirty (30) days of the adoption of the budget.



FINANCIAL POLICIES: BUDGET**Budgetary Control**

The general adopted annual budget includes activities across several different funds, including the General Fund, special revenue funds, capital projects funds, internal service and enterprise funds. The Cemetery Fund (permanent fund) does not adopt a separate annual budget. Capital projects, which may include activities, which overlap over several fiscal years, are assigned a project number and are included in the Capital Projects Fund. All general (non-project) capital purchases for specific equipment or improvements with a life greater than one year and a cost greater than \$5,000 are approved as separate line items as part of the budget process and the funding is included as part of the annual budget at the department level.

The level of the City's budgetary control (that is, the level at which the City's expenditures cannot legally exceed the appropriated amounts) is established at the department level. Each department's budget may be split into separate divisions. Within each department or division, there are three key components: Personnel, Operating and Capital. Budgeted amounts may not be moved between the different components of the budget without formal approval (budget amendment) from the council. Likewise, budgetary savings from one component are not to be used in another component. With the approval of the City Manager, budgets may be moved between divisions within the same department as long as budgets do not move from one of the three components to another.

Each department Head is responsible to the City Manager and City Council for operating within the legal budget for their departments. All annual budgets lapse at fiscal year-end. Budgetary savings from each department are treated as a contribution to the fund balance. The council then appropriates the savings during the next annual budget process.

Utah State law prohibits the appropriation of the sum of unassigned, assigned, and committed General Fund balance until it exceeds 5% of the General Fund revenues. Until the sum of the stated fund balance categories is greater than the above amount, it cannot be budgeted, but is used to provide working capital until tax revenue is received, to meet emergency expenditures, and to cover unanticipated deficits. Utah State law also prohibits the accumulation of the stated fund balance categories in the General Fund in any amounts greater than 25% of the current year's total actual revenues.

Budgets for the General Fund, special revenue funds, and the Capital Projects Fund are prepared on the modified accrual method of accounting. Encumbrance accounting is not used by the City. Expenditures in the Capital Projects Fund are budgeted annually on a project-by-project basis.

Amended Budget Process

Budgets are estimates, and as such, it may be necessary to amend. City budgets can and should be amended either if it is apparent that expenditures are going to exceed the budget or if there is a shortfall in the revenues. Estimated revenues and appropriations may be increased or decreased by resolution of the City Council at any time during the year. As per Utah Code 10-6-124-129, a public hearing must be held prior to any proposed increase in a fund's appropriations. A public notice must be made at least seven (7) days prior to the amendment. Amendments do not need to be submitted to the State Auditor

With the approval of the City Manager and the Finance Director, budgets may be moved between divisions within the same department as long as budgets do not move from one of the three components to another (See Budgetary Control). Amendments of this type are time consuming and should be limited to significant amounts only.

FINANCIAL POLICIES: ACCOUNTING SYSTEM**Description of Funds and Fund Types**

A fund is defined as “an independent fiscal and accounting entity with a self-balancing set of accounts recording cash and other financial resources together with all related liabilities and residual equities or balances and changes therein, which are segregated for the purpose of carrying on specific activities or attaining certain objectives in accordance with special regulations, restrictions or limitation.” Statutory requirements and sound financial administrative policies have developed a system of funds in which the financial transactions of a city are recorded. Each of the funds is a separate entity. Therefore, they have separate asset, liability, revenue, and expenditure accounts where applicable. Government resources are allocated to and accounted for in individual funds based upon their purposes. When the funds are properly established, the City department heads can effectively control, utilize, and restrict the resources of a fund for the purpose for which is was authorized and established. Draper City has seventeen (17) funds.

Governmental Funds

Governmental funds are funds generally used to account for tax-supported activities. There are five different types of governmental funds: The General Fund, special revenue funds, debt service funds, capital projects funds, and permanent funds. Draper City has four (4) governmental fund types.

- General Fund - The General Fund serves as the chief operating fund of the City. The principal source of revenue of the General Fund is taxes, charges for services, and fines and forfeitures. Expenditures are for general government, community and economic development, public safety, streets, parks, recreation, and cemetery.
- Special Revenue Fund(s) - Special revenue funds are used to account for the proceeds of specific revenue sources that are restricted or committed to expenditures for specified purposes other than debt service or capital projects. Draper City has nine (9) special revenue funds.
 - *The Class B&C Roads Fund* accounts for state allocated road funds.
 - *County Option Highway Transit Tax Fund* accounts for funds for any new roads, road improvements or maintenance, active transportation such as bike and pedestrian projects or maintenance on existing facilities.
 - *The Municipal Building Authority Fund* accounts for lease revenue fees paid by the General Fund for government buildings and the related debt service payments for those buildings.
 - *The Redevelopment Agency Fund* accounts for property taxes dedicated to the economic redevelopment of blighted areas within the City, and the associated improvements in those areas.
 - *The Debt Service Fund* accounts for property taxes dedicated to the interest and sinking fund for outstanding general obligation bonds, which is restricted.
 - *The Fire Impact Fee Fund* accounts for fire related impact fees derived from new development and the need for related capital assets.
 - *Transportation Impact Fee Fund* accounts for road related impact fees derived from new development and the need for related capital assets.
 - *Park Impact Fee Fund* accounts for park related impact fees derived from new development and the need for related capital assets.
 - *Police Impact Fee Fund* accounts for police related impact fees derived from new development and the need for related capital assets.

FINANCIAL POLICIES: ACCOUNTING SYSTEM**Governmental Funds - Continued**

- Capital Projects Fund(s) - Capital projects fund(s) are used to account for financial resources for the acquisition of construction of major capital facilities. The financial resources of capital projects funds come from several different sources, including general obligation bonds, grants from state and federal government, and appropriations from the General Fund and special revenue funds. Draper City has only one (1) capital projects fund.
- Permanent Fund(s) - Permanent fund(s) are used to report resources that are legally restricted to the extent that only earnings, and not principal, may be used for purposes that support the reporting government's programs. Draper City has only one (1) permanent fund.

Proprietary Funds

Proprietary funds account for self-financing, business-like activities. There are two (2) proprietary fund types.

- Enterprise Fund(s) - Enterprise funds are proprietary funds used to account for operations that are financed and operated in a manner similar to private business enterprises - where the intent of the government's council is that the costs of providing goods and services to the general public on a continuing basis be financed or recovered primarily through user charges. Draper City has four (4) enterprise funds
 - *The Water Fund* is used to report revenue and expenses of providing water services to the residents of the City. The City currently provides service to approximately 35% of the City. A separate private water company provides service to the remaining area. In addition, this fund accounts for water impact fees and related capital improvement projects.
 - *The Storm Water Fund* is used to report revenue and expenses of providing storm water drainage and management services to the residents of the City. The City currently provides this service to approximately 100% of the City, excluding state-owned property. In addition, this fund accounts for storm water impact fees and related capital improvement projects.
 - *The Solid Waste Fund* is used to report revenue and expenses of providing garbage and recycling collection and disposal services to the residents of the City. The City currently provides residential service only. Private residential areas may choose to contract with another provider. Commercial service is currently not offered by the City.
 - *The Ambulance Fund* is used to report and monitor the revenues and expensed generated by general ambulance services. The Ambulance Fund is managed as part of the Draper City Fire Department. The collection of revenues related to ambulance services are outsourced. Additional revenues are generated by contracting for hospital patient transports.
- Internal Service Fund(s) - Internal service funds are a proprietary fund type that may be used to report any activity that provides goods or services to other funds, departments, or agencies of the primary government and its component units, or other governments, on a cost-reimbursement basis. Draper City has one (1) internal service fund.
 - *The Risk Management Fund* is used to account for the activities of the City's property and casualty insurance. The revenues is the result of charging other funds for an allocated

ACCOUNTING SYSTEM

Basis of Accounting

The City uses the modified accrual basis of accounting for all funds except the enterprise funds. Under this basis of accounting, revenue is recognized when it becomes available and measurable. Expenditures are recognized in the period the associated liability is incurred, with the exception of debt service expenditures, which are recorded only when payment is due. The Enterprise Fund uses the accrual basis of accounting, recognizing revenues when earned and expenses when incurred. Accounts receivable for services are recorded when billed.



DEBT MANAGEMENT POLICY

Long-term Debt

At June 30, 2020, the City's expected outstanding general obligation bonds is \$2,390,000. The FY21 budget includes \$522,700 in general debt service payments. The total city-wide outstanding debt is expected be \$22,646,000 as of June 30, 2020.

S&P Global issued updated bond ratings for Draper. The new long-term debt ratings as of April 2019 was AAA on sales tax revenue bonds and AA+ for general obligation bonds.

Under state law, (Utah Constitution Article 14 Section 4) the City's (Draper is a third class city as designated by the State of Utah) outstanding general obligation debt should not exceed 12% of the "reasonable fair cash value" of the property. Of this percent, a maximum of 4% may be used for general purposes. The remaining 8% and any unused portion of the 4% available for general purposes up to the maximum of 12% may be utilized for water/ sewer/electric purposes.

Legal Debt Margin

2019 Estimated Market Valuation: \$9,065,209,019

Debt Limit

Debt Limit (4% of Est. Market Valuation)	\$362,608,360
Less Outstanding General Obligation Bonds	\$2,390,000
Legal Debt Margin	\$360,218,260

Total Net Debt Applicable to the Limit as a Percentage of the Debt Limit: .0066%

Debt Management Policies

1. Council intends on maintaining an unrestricted General Fund balance of no more than 25% of estimated revenues and no less than 5%. Due to COVID-19, the State of Utah and the City of Draper have removed the 25% limit for FY20 through FY22.
2. Council intends to limit the issuance of long-term debt to capital improvement projects that cannot be financed from current revenues, and the payback period of the debt will be limited to the estimated useful life of the capital project.
3. Council intends to utilize long-term borrowing to take advantage of opportunities to restructure or refund current debt when available.
4. When considering debt issuance, the Council requires an analysis of the effect of the issuance on the City's debt ratio, as well as the impact on the City's ability to finance future projects
5. When considering debt issuance, the Council requires the identification of a revenue source to cover the debt service requirements.
6. Council requests a statement from the City's financial adviser of the feasibility of the financing, as well as any additional information Council should be aware of before issuance.
7. Council requests debt service payments be structured in level amounts over the useful life of the issue unless anticipated revenues dictate otherwise, or the useful life of the financed project(s) suggest a different maturity schedule.
8. Council requires a policy of full disclosure on every financial report and bond prospectus.

FINANCIAL POLICIES: DEBT MANAGEMENT

Debt Service Schedule by Fiscal Year

Obligation	Purpose	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25
2011 Series	Water Tank	\$ 128,604	\$ 129,233	\$ 128,788	\$ 128,290	\$ 128,749
2012 Series B	2004 Refunding - Bangerter	\$ 286,400	\$ 286,600	\$ 281,400	\$ 286,000	\$ —
2012 Series B	2002B Refunding- City Hall	\$ 520,800	\$ 518,000	\$ 524,600	\$ 525,200	\$ —
2012 Series C	Aquarium	\$ 1,047,300	\$ 1,042,900	\$ 1,042,700	\$ 1,039,950	\$ 1,040,700
2014 Series	Refund 2005 Series (GO)	\$ 521,700	\$ 523,200	\$ 524,250	\$ 519,850	\$ 520,150
2014 Series	Refund MBA Series 2005	\$ 420,850	\$ 425,125	\$ 419,100	\$ 422,780	\$ 419,100
2015 Series	RDA Tax Increment	\$ 616,762	\$ 618,490	\$ 617,956	\$ 617,200	\$ 617,221
2016 Series	Refund 2007 Series (MBA)	\$ 227,577	\$ 229,803	\$ 226,672	\$ 228,250	\$ 229,433
		\$ 3,769,993	\$ 3,773,351	\$ 3,765,466	\$ 3,767,520	\$ 2,955,353

Outstanding Debt - Estimated Liability at Fiscal Year End

Obligation	Purpose	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25
2011 Series	Water Tank	\$ 1,224,000	\$ 1,125,000	\$ 1,024,000	\$ 921,000	\$ 815,000
2012 Series B	2004 Refunding - Bangerter	\$ 790,000	\$ 535,000	\$ 275,000	\$ —	\$ —
2012 Series B	2002B Refunding- City Hall	\$ 1,450,000	\$ 990,000	\$ 505,000	\$ —	\$ —
2012 Series C	Aquarium	\$ 8,735,000	\$ 8,105,000	\$ 7,450,000	\$ 6,765,000	\$ 6,045,000
2014 Series	Refund 2005 Series (GO)	\$ 1,940,000	\$ 1,475,000	\$ 995,000	\$ 505,000	\$ —
2014 Series	Refund MBA Series 2005	\$ 1,920,000	\$ 1,555,000	\$ 1,185,000	\$ 800,000	\$ 405,000
2015 Series	RDA Tax Increment	\$ 2,351,000	\$ 1,780,000	\$ 1,198,000	\$ 605,000	\$ —
2016 Series	Refund 2007 Series (MBA)	\$ 1,281,000	\$ 1,075,000	\$ 869,000	\$ 658,000	\$ 442,000
		\$19,691,000	\$16,640,000	\$13,501,000	\$10,254,000	\$ 7,707,000



REVENUE POLICY**Revenue Policies**

1. Draper City should maintain a diversified and stable revenue system in order to avoid unexpected deficits and estimate revenues conservatively to ensure proper funding for capital project needs.
2. Draper City should minimize the use of one-time revenue to fund on-going services.
3. Draper City should regularly review user fees, license and permit fees, impact fees, and special assessments. This is done to determine that the full long-term services costs are not being subsidized by general revenue or passed on to future generations of taxpayers, determine the subsidy of some fees, identify the impact of inflation, and consider new fees.
4. Draper City should seek to maintain a stable tax rate. Generally taxes should not be increased unless inflation has forced operating costs upward faster than tax growth or if new services are being operated in order to meet citizens' needs.



FUND BALANCE

Fund Balance Definition and Explanation -

Fund balance is an accumulation of revenues minus expenditures. Each fund maintained by the City has a fund balance. Fund balance can be used in future years for purposes determined by City Council. To understand fund balance, it is important to understand fund accounting. Fund accounting is unique to the public sector (i.e. governments, schools, etc.) and requires separate self-balancing accounting entries to track each fund's revenues and expenditures. Funds are created for various reasons and separated into fund types which dictate the accounting rules that apply. The City of Draper has two main fund types - governmental and proprietary. Governmental funds are tax supported activities and uses the modified accrual basis of accounting. The proprietary funds are fee supported and utilize the full accrual basis of accounting.

Funds are typically restricted in use by Utah law, the City Charter and local ordinances to assure the funds are used for their intended purposes. The source of funding generally determines the restriction applicable to funds and thus what fund type it is. The City has 17 different funds.

Expenditures for each fund are authorized through the budget process, which requires approval of department directors, the City Manager, and, ultimately, City Council. The managers of the service units operating within the funds typically oversee approval of expenditures throughout the fiscal year. Expenses are audited annually to ensure compliance with policies.

Any surplus revenues in excess of expenditures at the end of a fiscal year fall to a fund balance within that particular fund. These funds are invested in the City's pool of invested funds and earn interest in proportion to their participation in the pool. Fund balance from any fund can be re-appropriated for future use through the budget process, but the ongoing restrictions on that particular fund continues to apply to re-appropriated funds.

Fund balance has several components including:

- A. **Non-spendable fund balance:** Includes amounts that are not in a spendable form or are required to be maintained intact. Examples are notes receivable or prepaid items.
- B. **Restricted fund balance:** Includes amounts that can be spent only for the specific purposes stipulated by external resource providers either constitutionally or through enabling legislation. Examples include grant money received but unspent, cash held in trust for debt service payments, B&C Road Funds and the County Option Highway Transit Tax Funds.
- C. **Assigned fund balance:** Comprises amounts intended to be by the government for specific purposes. Intent can be expressed by the governing body or by an official or body to which the governing body delegates the authority. In governmental funds other than the General Fund, assigned fund balance represents the amount that is not restricted or committed. This indicates that resources in other governmental funds are, at a minimum, intended to be used for the purpose of that fund.
- D. **Unassigned fund balance:** The residual classification of the General Fund and includes all amounts not contained in other classifications. Unassigned amounts are technically available for any purpose.

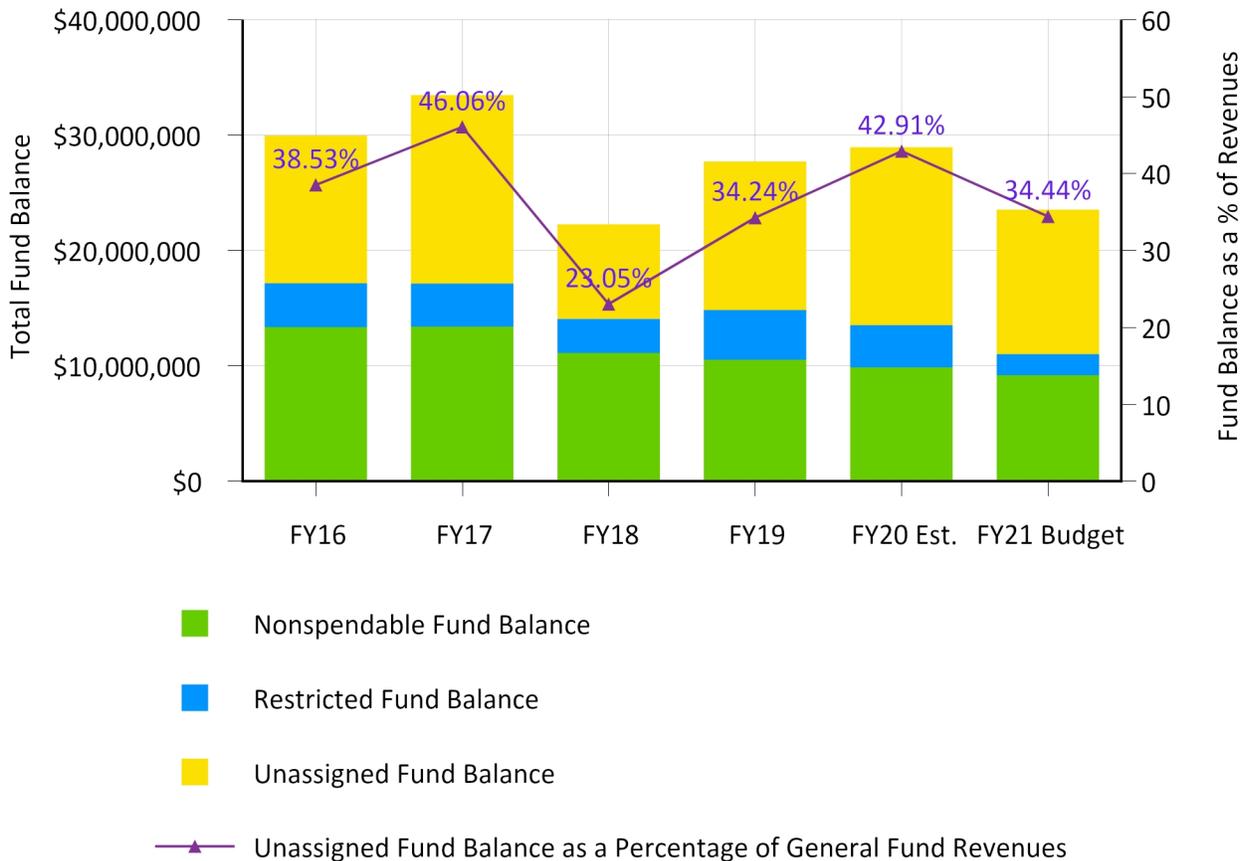
GENERAL FUND BALANCE

General Fund Changes in Fund Balance by Year

Data Source	Year	Beg. Balance	Revenues	Expenses	Transfers	Ending Balance	% Change
<i>Audited CAFR</i>	FY16	35,511,676	33,183,061	(29,822,212)	(8,937,722)	29,934,803	
<i>Audited CAFR</i>	FY17	29,934,803	35,461,227	(32,106,798)	177,240	33,466,472	11.80 %
<i>Audited CAFR</i>	FY18	33,466,472	35,506,821	(33,492,894)	(13,232,771)	22,247,628	(33.52)%
<i>Audited CAFR</i>	FY19	22,247,628	37,552,762	(29,657,016)	(2,450,585)	27,692,789	24.48 %
<i>Estimate Only</i>	FY20	27,692,789	35,950,000	(31,085,000)	(3,615,000)	28,942,789	4.51 %
<i>FY21 Budget</i>	FY21	28,942,789	36,354,540	(37,144,220)	(4,631,680)	23,521,429	(18.73)%

Fund Balance Analysis: The \$5,421,360 reduction to fund balance is due to the following two factors: (1) The General Fund used \$2,288,760 from the fund balance in order to balance the budget for FY21. This appropriation is a one-time funding source due to the impact of COVID-19. (2) B & C funds roll into the General Fund for financial reporting purposes as displayed in the above chart. The annual B&C budget also assumes that all capital projects will be completed; thus, a transfer into the CIP is budgeted for \$3,132,600 for the B & C related projects in the FY21 budget.

General Fund Components by Year



OTHER MAJOR FUND BALANCES BY YEAR

Capital Projects Fund

Fund	Year	Beg. Balance	Revenues	Expenses	Transfers	Ending Balance	Change
<i>Audited</i>	FY16	10,130,363	48,886	(5,787,418)	11,870,101	16,261,932	
<i>Audited</i>	FY17	16,261,932	1,145,042	(10,471,753)	12,767,541	19,702,762	21.16 %
<i>Audited</i>	FY18	19,702,762	5,266,092	(20,211,097)	11,998,813	16,756,570	(14.95)%
<i>Audited</i>	FY19	16,756,570	3,936,640	(11,453,194)	6,984,977	16,224,993	(3.17)%
<i>Estimate Only</i>	FY20	16,224,993	244,025	(10,503,953)	7,897,013	13,862,078	(14.56)%
<i>FY21 Budget</i>	FY21	13,862,078	2,747,100	(31,701,778)	15,092,600	—	(100.00)%

Note: The FY21 budget is an annual budget and therefore assumes all projects will be completed within the annual budget period. However, the CIP Fund by design only includes projects that span multiple fiscal years. For the FY21 budget, it is possible that a higher percentage of projects would be completed when compared to past years as no additional projects were added into the FY21 budget. This is because the reduction of fund balance in the CIP Fund is a direct representation of completed projects offset by newly funded projects.

Redevelopment Agency

Fund	Year	Beg. Balance	Revenues	Expenses	Transfers	Ending Balance	Change
<i>Audited</i>	FY16	5,986,980	5,184,580	(9,605,462)	4,901,075	6,467,173	
<i>Audited</i>	FY17	6,467,173	5,720,798	(2,719,641)	(707,825)	8,760,505	35.46 %
<i>Audited</i>	FY18	8,760,505	7,259,865	(3,776,492)	(713,838)	11,530,040	31.61 %
<i>Audited</i>	FY19	11,530,040	7,680,786	(4,081,912)	(1,346,459)	13,782,455	19.54 %
<i>Estimate Only</i>	FY20	13,782,455	6,687,658	(4,713,443)	(1,986,557)	13,770,113	(0.09)%
<i>FY21 Budget</i>	FY21	13,770,113	6,964,900	(6,657,400)	(4,638,150)	9,439,463	(31.45)%

Note: Transfers represent reimbursements into the CIP Fund for previously approved projects and therefore this model assumes all projects will be completed within the annual budget for FY21. Transfers are a representation of completed projects offset by any new projects funded by these funds.

Municipal Building Authority

Fund	Year	Beg. Balance	Revenues	Expenses	Transfers	Ending Balance	Change
<i>Audited</i>	FY16	898,923	—	(245,131)	245,131	898,923	
<i>Audited</i>	FY17	898,923	—	(227,248)	265,799	937,474	4.29 %
<i>Audited</i>	FY18	937,474	—	(231,666)	231,666	937,474	— %
<i>Audited</i>	FY19	937,474	—	(229,071)	227,421	935,824	(0.18)%
<i>Estimate Only</i>	FY20	935,824	—	(231,700)	231,700	935,824	— %
<i>FY21 Budget</i>	FY21	935,824	—	(229,230)	229,230	935,824	— %

Note: Expenses are for the series 2016 - MBA lease revenue refunding bond. The bond is expected to be paid in FY25.

Non-Major Governmental Funds

Fund	Year	Beg. Balance	Revenues	Expenses	Transfers	Ending Balance	Change
<i>Audited</i>	FY16	14,089,236	5,322,203	(477,563)	(3,383,003)	15,550,873	
<i>Audited</i>	FY17	15,550,873	3,391,566	(538,717)	(3,678,240)	14,725,482	(5.31)%
<i>Audited</i>	FY18	14,725,482	4,613,479	(312,098)	(5,392,461)	13,634,402	(7.41)%
<i>Audited</i>	FY19	13,634,402	5,365,077	(792,694)	(4,774,983)	13,431,802	(1.49)%
<i>Estimate Only</i>	FY20	13,431,802	3,400,000	(600,000)	(1,700,000)	14,531,802	8.19 %
<i>FY21 Budget</i>	FY21	14,531,802	260,000	(600,000)	(7,421,500)	6,770,302	(53.41)%

Note: Funds included are Fire Impact, Transportation Impact, Park Impact, Police Impact, Traverse Special Service District and the Cemetery Fund. Each of these funds represent cash that is restricted. Impact fees are not budgeted as a revenue because it is usually only after fees are collected that a project is approved and funded. Transfers represent reimbursements into the CIP Fund for previously approved projects and therefore this model assumes all projects will be completed within the annual budget for FY21. Transfers are a representation of completed projects offset by any new projects funded by these funds.



FINANCIAL SECTION

ANNUAL BUDGET
FISCAL YEAR ENDING - JUNE 30, 2021



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GOVERNMENT WIDE: SOURCES & USES BY TYPE

	2017-2018 Total Activity	2018-2019 Total Activity	2019-2020 YTD Activity	2019-2020 Final Budget	2020-2021 Adopted Annual Budget
Revenue					
310 - Taxes	\$ 33,075,936	\$ 33,936,359	\$ 30,613,337	\$ 36,141,920	\$ 31,752,800
320 - Licenses & Permits	\$ 9,141,721	\$ 11,635,822	\$ 8,869,690	\$ 3,407,000	\$ 3,333,040
330 - Inter Governmental Revenue	\$ 6,768,875	\$ 7,489,311	\$ 2,935,701	\$ 4,706,000	\$ 5,890,500
340 - Charges for Services	\$ 14,761,121	\$ 15,125,931	\$ 14,438,142	\$ 16,005,110	\$ 16,142,220
350 - Fines & Forfeitures	\$ 813,774	\$ 902,530	\$ 733,410	\$ 810,800	\$ 799,700
360 - Miscellaneous Revenue	\$ 2,757,130	\$ 5,645,867	\$ 2,666,752	\$ 1,504,620	\$ 1,666,100
370 - Other Sources of Funding	\$ 16,085,325	\$ 10,076,970	\$ 10,157,700	\$ 61,433,870	\$ 48,974,990
Total Revenue:	\$ 83,403,882	\$ 84,812,789	\$ 70,414,733	\$ 124,009,320	\$ 108,559,350
Expense					
510 - Personnel Services	\$ 21,031,936	\$ 23,410,258	\$ 24,471,025	\$ 25,411,100	\$ 26,107,440
610 - General & Contracted Services	\$ 7,440,354	\$ 7,984,615	\$ 8,574,202	\$ 10,450,270	\$ 11,118,700
620 - Travel	\$ 92,766	\$ 102,412	\$ 71,354	\$ 233,614	\$ 198,800
630 - Operational Expenses	\$ 3,812,804	\$ 2,611,261	\$ 2,852,728	\$ 3,611,240	\$ 3,392,020
640 - Operational Expenses - Public Services	\$ 6,898,344	\$ 4,813,279	\$ 4,577,670	\$ 5,447,200	\$ 5,807,150
650 - Non-Operational Expenses	\$ 2,468,973	\$ 2,520,590	\$ 421,569	\$ 2,470,000	\$ 3,054,900
660 - Miscellaneous Expenses	\$ 238,838	\$ 289,600	\$ 233,880	\$ 289,566	\$ 286,600
670 - Capital Outlay	\$ 23,915,583	\$ 16,552,399	\$ 13,755,990	\$ 51,448,460	\$ 40,106,500
685 - Bond Obligations	\$ 9,321,830	\$ 3,869,637	\$ 3,646,122	\$ 3,681,280	\$ 3,684,450
690 - Other Uses of Funds	\$ 16,087,339	\$ 5,568,407	\$ 10,101,378	\$ 20,966,590	\$ 14,802,790
Total Expense:	\$ 91,308,767	\$ 67,722,457	\$ 68,705,920	\$ 124,009,320	\$ 108,559,350
Government Wide - Net Change:	\$ (7,904,885)	\$ 17,090,332	\$ 1,708,813	\$ —	\$ —





GOVERNMENT WIDE: SOURCES BY CLASSIFICATION

	2017-2018 Total Activity	2018-2019 Total Activity	2019-2020 YTD Activity	2019-2020 Final Budget	2020-2021 Adopted Annual Budget
Revenue					
Taxes					
3110 - Property Tax Current	\$ 14,795,991	\$ 15,216,917	\$ 14,431,259	\$ 17,030,920	\$ 14,944,900
3130 - Sales and Use Tax	\$ 16,646,754	\$ 17,099,844	\$ 14,916,882	\$ 17,486,000	\$ 15,207,900
3140 - Franchise Tax	\$ 1,633,192	\$ 1,619,598	\$ 1,265,196	\$ 1,625,000	\$ 1,600,000
Taxes:	\$ 33,075,936	\$ 33,936,359	\$ 30,613,337	\$ 36,141,920	\$ 31,752,800
Licenses & Permits					
3210 - Business License	\$ 384,007	\$ 325,378	\$ 303,412	\$ 311,000	\$ 266,840
3220 - Non Business Licenses & Permits	\$ 13,637	\$ 20,381	\$ 16,911	\$ 13,000	\$ 14,200
3230 - Building Permits	\$ 2,551,615	\$ 2,470,711	\$ 2,412,054	\$ 1,863,000	\$ 1,902,000
3240 - Planning Fees	\$ 1,332,470	\$ 2,015,830	\$ 1,072,707	\$ 1,220,000	\$ 1,150,000
3250 - Impact Fees	\$ 4,859,993	\$ 6,803,522	\$ 5,064,606	\$ —	\$ —
Licenses & Permits:	\$ 9,141,721	\$ 11,635,822	\$ 8,869,690	\$ 3,407,000	\$ 3,333,040
Inter-Governmental Revenue					
3310 - Federal Grants	\$ 11,439	\$ 11,008	\$ 8,161	\$ 29,000	\$ 21,000
3320 - State Grants	\$ 1,836,957	\$ 2,013,309	\$ 1,633,447	\$ 1,977,000	\$ 1,880,000
3330 - Local Grants	\$ 4,920,479	\$ 5,464,995	\$ 208,072	\$ 2,700,000	\$ 3,989,500
3340 - Intergovernmental Sales Tax	\$ —	\$ —	\$ 1,086,021	\$ —	\$ —
Inter-Governmental Revenue:	\$ 6,768,875	\$ 7,489,311	\$ 2,935,701	\$ 4,706,000	\$ 5,890,500
Charges for Services					
3410 - Fees	\$ 664,102	\$ 663,167	\$ 660,088	\$ 707,220	\$ 786,500
3430 - Sales and Service	\$ 14,097,019	\$ 14,462,764	\$ 13,778,055	\$ 15,297,890	\$ 15,355,720
Charges for Services:	\$ 14,761,121	\$ 15,125,931	\$ 14,438,142	\$ 16,005,110	\$ 16,142,220
Fines & Forfeitures					
3510 - Court Fines	\$ 733,643	\$ 809,491	\$ 630,771	\$ 732,800	\$ 723,000
3520 - Restitution	\$ 730	\$ 540	\$ 2,743	\$ —	\$ —
3530 - Late Fees & Penalties	\$ 79,401	\$ 92,498	\$ 99,896	\$ 78,000	\$ 76,700
Fines & Forfeitures:	\$ 813,774	\$ 902,529	\$ 733,410	\$ 810,800	\$ 799,700
Miscellaneous Revenue					
3610 - Interest Earnings	\$ 1,485,407	\$ 2,144,427	\$ 1,914,319	\$ 923,620	\$ 914,900
3620 - Private Grants	\$ —	\$ —	\$ —	\$ —	\$ —
3690 - Other Misc. Revenue	\$ 1,271,722	\$ 3,501,439	\$ 752,433	\$ 581,000	\$ 751,200
Miscellaneous Revenue:	\$ 2,757,130	\$ 5,645,867	\$ 2,666,752	\$ 1,504,620	\$ 1,666,100
Other Sources of Funding					
3710 - Interfund Transfers	\$ 16,087,339	\$ 9,759,225	\$ 10,101,378	\$ 24,083,670	\$ 17,400,980
3720 - Bond Proceeds	\$ —	\$ —	\$ —	\$ —	\$ —
3730 - Gain/Loss on Disposal of Capital Assets	\$ (2,014)	\$ 317,744	\$ 56,322	\$ —	\$ —
3740 - Fund Balance Appropriation	\$ —	\$ —	\$ —	\$ 37,350,200	\$ 31,574,010
Other Sources of Funding:	\$ 16,085,325	\$ 10,076,969	\$ 10,157,700	\$ 61,433,870	\$ 48,974,990
Total Revenue:	\$ 83,403,882	\$ 84,812,788	\$ 70,414,733	\$ 124,009,320	\$ 108,559,350



GOVERNMENT WIDE: USES BY CLASSIFICATION

	2017-2018 Total Activity	2018-2019 Total Activity	2019-2020 YTD Activity	2019-2020 Final Budget	2020-2021 Adopted Annual Budget
Expenses					
Type: 510 - Personnel Services					
5110 - Salaries and Wages	\$ 13,846,611	\$ 15,538,651	\$ 16,045,274	\$ 16,681,100	\$ 17,723,120
5120 - Benefits	\$ 7,143,488	\$ 7,838,207	\$ 8,385,351	\$ 8,689,600	\$ 8,341,120
5130 - Allowances	\$ 41,838	\$ 33,400	\$ 40,400	\$ 40,400	\$ 43,200
Personnel Services:	\$ 21,031,936	\$ 23,410,258	\$ 24,471,025	\$ 25,411,100	\$ 26,107,440
Type: 610 - General & Contracted Services					
6110 - Professional & Technical	\$ 1,823,476	\$ 1,928,625	\$ 2,059,464	\$ 2,288,220	\$ 2,452,620
6120 - Utilities	\$ 1,985,210	\$ 2,032,962	\$ 2,002,179	\$ 2,363,040	\$ 2,377,090
6130 - Agreement	\$ 3,079,170	\$ 3,384,155	\$ 3,836,820	\$ 4,953,680	\$ 5,352,130
6190 - Other General & Contracted Services	\$ 552,498	\$ 638,873	\$ 675,738	\$ 845,330	\$ 936,860
General & Contracted Services:	\$ 7,440,354	\$ 7,984,615	\$ 8,574,202	\$ 10,450,270	\$ 11,118,700
Type: 620 - Travel					
6210 - In State Travel	\$ 26,822	\$ 31,865	\$ 21,025	\$ 59,940	\$ 63,300
6220 - Out of State Travel	\$ 65,945	\$ 70,547	\$ 50,329	\$ 173,674	\$ 135,500
Travel:	\$ 92,766	\$ 102,412	\$ 71,354	\$ 233,614	\$ 198,800
Type: 630 - Operational Expenses					
6310 - Office Materials and Supplies	\$ 291,736	\$ 227,908	\$ 241,480	\$ 310,240	\$ 389,290
6320 - Dues & Subscriptions	\$ 186,215	\$ 203,937	\$ 215,220	\$ 343,120	\$ 351,130
6330 - Information Technology	\$ 400,540	\$ 314,171	\$ 442,186	\$ 377,700	\$ 334,220
6390 - Other Operational Expenses	\$ 2,934,313	\$ 1,865,246	\$ 1,953,842	\$ 2,580,180	\$ 2,317,380
Operational Expenses:	\$ 3,812,804	\$ 2,611,261	\$ 2,852,728	\$ 3,611,240	\$ 3,392,020
Type: 640 - Operational Expenses - Public Services					
6410 - Materials & Supplies	\$ 5,157,168	\$ 3,642,897	\$ 3,494,084	\$ 3,632,130	\$ 3,805,950
6420 - Maintenance & Repairs	\$ 619,243	\$ (75,464)	\$ (13,555)	\$ 285,420	\$ 418,250
6430 - Vehicle Maintenance	\$ 949,184	\$ 1,068,490	\$ 970,321	\$ 1,297,450	\$ 1,342,950
6440 - Recreation Programs	\$ 167,368	\$ 175,512	\$ 126,820	\$ 230,700	\$ 240,000
6490 - Other Operational Expenses - Public Services	\$ 5,380	\$ 1,844	\$ —	\$ 1,500	\$ —
Operational Expenses - Public Services:	\$ 6,898,344	\$ 4,813,279	\$ 4,577,670	\$ 5,447,200	\$ 5,807,150
Type: 650 - Non-Operational Expenses					
6510 - Depreciation & Bad Debt	\$ 2,468,973	\$ 2,520,590	\$ 421,569	\$ 2,470,000	\$ 3,054,900
Non-Operational Expenses:	\$ 2,468,973	\$ 2,520,590	\$ 421,569	\$ 2,470,000	\$ 3,054,900

	2017-2018 Total Activity	2018-2019 Total Activity	2019-2020 YTD Activity	2019-2020 Final Budget	2020-2021 Adopted Annual Budget
Type: 660 - Miscellaneous Expenses					
6610 - Council Expense	\$ 12,197	\$ 15,306	\$ 13,779	\$ 15,550	\$ 17,100
6615 - Explorer Program	\$ 2,715	\$ 2,302	\$ 1,611	\$ 3,500	\$ 3,500
6620 - Contingency	\$ 9,008	\$ 62,589	\$ 17,702	\$ 54,016	\$ 56,000
6630 - Outside Foundations	\$ 214,918	\$ 209,403	\$ 200,788	\$ 216,500	\$ 210,000
Miscellaneous Expenses:	\$ 238,838	\$ 289,600	\$ 233,880	\$ 289,566	\$ 286,600
Type: 670 - Capital Outlay					
6710 - Capital Projects	\$ 20,778,686	\$ 15,140,094	\$ 11,523,901	\$ 48,950,100	\$ 38,983,900
6711 - Non-Capital Projects	\$ 76,212	\$ 3,182	\$ —	\$ —	\$ —
6720 - Capital Equipment Purchase	\$ 3,060,686	\$ 1,409,123	\$ 2,232,089	\$ 2,498,360	\$ 1,122,600
Capital Outlay:	\$ 23,915,583	\$ 16,552,399	\$ 13,755,990	\$ 51,448,460	\$ 40,106,500
Type: 685 - Bond Obligations					
6850 - Bond Obligations	\$ 9,321,830	\$ 3,869,637	\$ 3,646,122	\$ 3,681,280	\$ 3,684,450
Bond Obligations:	\$ 9,321,830	\$ 3,869,637	\$ 3,646,122	\$ 3,681,280	\$ 3,684,450
Type: 690 - Other Uses of Funds					
6910 - Interfund Transfers	\$ 16,087,339	\$ 9,759,225	\$ 10,101,378	\$ 24,083,670	\$ 17,400,980
6930 - Fund Balance Contribution	\$ —	\$ —	\$ —	\$ 5,193,330	\$ 5,526,510
Other Uses of Funds:	\$ 16,087,339	\$ 5,568,407	\$ 10,101,378	\$ 20,966,590	\$ 14,802,790
Total Expense:	\$ 91,308,767	\$ 67,722,457	\$ 68,705,920	\$ 124,009,320	\$ 108,559,350





GOVERNMENT WIDE: SOURCES & USES BY FUND

	2017-2018 Total Activity	2018-2019 Total Activity	2019-2020 YTD Activity	2019-2020 Final Budget	2020-2021 Adopted Annual Budget
Governmental Funds					
Fund: 100 - GENERAL FUND					
Revenue	\$ 35,585,347	\$ 36,670,182	\$ 32,257,184	\$ 37,220,270	\$ 35,985,650
Expense	\$ 46,094,794	\$ 32,670,664	\$ 34,044,392	\$ 37,220,270	\$ 35,985,650
Total Fund: 100 - GENERAL FUND:	\$ (10,509,447)	\$ 3,999,518	\$ (1,787,208)	\$ —	\$ —
Fund: 210 - CDRA					
Revenue	\$ 7,259,865	\$ 7,680,786	\$ 6,687,658	\$ 14,258,320	\$ 11,295,550
Expense	\$ 4,490,331	\$ 5,428,371	\$ 6,540,488	\$ 14,258,320	\$ 11,295,550
Total Fund: 210 - CDRA:	\$ 2,769,535	\$ 2,252,415	\$ 147,170	\$ —	\$ —
Fund: 230 - MBA					
Revenue	\$ 231,666	\$ 227,421	\$ 231,491	\$ 231,720	\$ 229,230
Expense	\$ 231,666	\$ 229,071	\$ 231,491	\$ 231,720	\$ 229,230
Total Fund: 230 - MBA:	\$ —	\$ (1,650)	\$ —	\$ —	\$ —
Fund: 240 - B&C					
Revenue	\$ 1,778,774	\$ 1,941,778	\$ 1,591,390	\$ 4,983,700	\$ 5,004,100
Expense	\$ 2,488,203	\$ 496,129	\$ 2,497,011	\$ 4,983,700	\$ 5,004,100
Total Fund: 240 - B&C:	\$ (709,429)	\$ 1,445,649	\$ (905,620)	\$ —	\$ —
Fund: 241 - County Option Highway Transit Tax					
Revenue	\$ —	\$ —	\$ 1,095,697	\$ —	\$ —
Expense	\$ —	\$ —	\$ —	\$ —	\$ —
Total Fund: 241 - COHTT:	\$ —	\$ —	\$ 1,095,697	\$ —	\$ —
Fund: 271 - FIRE IMPACT FEES					
Revenue	\$ 97,866	\$ 223,891	\$ 62,426	\$ —	\$ —
Expense	\$ 1,640,000	\$ —	\$ —	\$ —	\$ —
Total Fund: 271 - FIRE IMPACT FEES:	\$ (1,542,134)	\$ 223,891	\$ 62,426	\$ —	\$ —
Fund: 272 - POLICE IMPACT FEES					
Revenue	\$ 96,201	\$ 113,051	\$ 80,471	\$ 293,900	\$ —
Expense	\$ —	\$ 11,163	\$ 291,408	\$ 293,900	\$ —
Total Fund: 272 - POLICE IMPACT FEES:	\$ 96,201	\$ 101,888	\$ (210,937)	\$ —	\$ —
Fund: 273 - TRANSPORTATION IMPACT FEES					
Revenue	\$ 1,434,769	\$ 2,773,291	\$ 1,546,047	\$ 4,593,400	\$ 4,500,800
Expense	\$ 1,900,700	\$ 1,729,978	\$ 124,869	\$ 4,593,400	\$ 4,500,800
Total Fund: 273 - TRANSPORTATION IMPACT FEES:	\$ (465,931)	\$ 1,043,313	\$ 1,421,178	\$ —	\$ —



	2017-2018 Total Activity	2018-2019 Total Activity	2019-2020 YTD Activity	2019-2020 Final Budget	2020-2021 Adopted Annual Budget
Fund: 274 - PARK IMPACT FEES					
Revenue	\$ 2,350,565	\$ 2,093,391	\$ 1,878,189	\$ 4,211,500	\$ 2,920,700
Expense	\$ 1,851,761	\$ 3,168,817	\$ 1,389,522	\$ 4,211,500	\$ 2,920,700
Total Fund: 274 - PARK IMPACT FEES:	\$ 498,804	\$ (1,075,425)	\$ 488,666	\$ —	\$ —
Fund: 310 - DEBT SERVICE					
Revenue	\$ 521,174	\$ —	\$ —	\$ —	\$ —
Expense	\$ 521,143	\$ —	\$ —	\$ —	\$ —
Total Fund: 310 - DEBT SERVICE:	\$ 31	\$ —	\$ —	\$ —	\$ —
Fund: 410 - GENERAL PROJECTS					
Revenue	\$ 17,264,905	\$ 10,921,617	\$ 8,141,037	\$ 40,556,700	\$ 31,252,200
Expense	\$ 20,211,097	\$ 11,453,192	\$ 10,515,897	\$ 40,556,700	\$ 31,252,200
Total Fund: 410 - GENERAL PROJECTS:	\$ (2,946,192)	\$ (531,576)	\$ (2,374,860)	\$ —	\$ —
Proprietary Funds					
Fund: 510 - WATER					
Revenue	\$ 5,155,032	\$ 6,277,981	\$ 5,646,236	\$ 6,339,000	\$ 5,796,400
Expense	\$ 4,437,246	\$ 4,621,962	\$ 4,422,780	\$ 6,339,000	\$ 5,796,400
Total Fund: 510 - WATER:	\$ 717,786	\$ 1,656,020	\$ 1,223,456	\$ —	\$ —
Fund: 511 - WATER IMPACT FEES					
Revenue	\$ 266,803	\$ 428,999	\$ 991,660	\$ —	\$ —
Expense	\$ 4,163	\$ —	\$ —	\$ —	\$ —
Total Fund: 511 - WATER IMPACT FEES:	\$ 262,641	\$ 428,999	\$ 991,660	\$ —	\$ —
Fund: 520 - STORM WATER					
Revenue	\$ 3,552,484	\$ 6,223,128	\$ 3,160,393	\$ 3,433,000	\$ 3,460,060
Expense	\$ 1,521,984	\$ 528,552	\$ 2,045,644	\$ 3,433,000	\$ 3,460,060
Total Fund: 520 - STORM WATER:	\$ 2,030,500	\$ 5,694,575	\$ 1,114,749	\$ —	\$ —
Fund: 521 - STORM WATER IMPACT FEES					
Revenue	\$ 859,928	\$ 1,679,131	\$ 796,767	\$ 600,500	\$ 536,000
Expense	\$ 79,509	\$ 1,010,165	\$ 64,460	\$ 600,500	\$ 536,000
Total Fund: 521 - STORM WATER IMPACT FEES:	\$ 780,419	\$ 668,966	\$ 732,307	\$ —	\$ —
Fund: 530 - SOLID WASTE					
Revenue	\$ 2,738,999	\$ 2,955,734	\$ 2,532,873	\$ 2,683,470	\$ 2,962,190
Expense	\$ 2,039,551	\$ 2,264,690	\$ 2,411,947	\$ 2,683,470	\$ 2,962,190
Total Fund: 530 - SOLID WASTE:	\$ 699,448	\$ 691,045	\$ 120,925	\$ —	\$ —
Fund: 550 - AMBULANCE					
Revenue	\$ 2,680,938	\$ 3,257,514	\$ 2,852,231	\$ 3,793,840	\$ 3,852,870
Expense	\$ 2,586,746	\$ 3,415,340	\$ 3,364,233	\$ 3,793,840	\$ 3,852,870
Total Fund: 550 - AMBULANCE:	\$ (94,192)	\$ (157,826)	\$ (512,002)	\$ —	\$ —



	2017-2018 Total Activity	2018-2019 Total Activity	2019-2020 YTD Activity	2019-2020 Final Budget	2020-2021 Adopted Annual Budget
Fund: 610 - RISK MANAGEMENT					
Revenue	\$ 1,528,567	\$ 1,344,895	\$ 862,983	\$ 810,000	\$ 763,600
Expense	\$ 1,209,874	\$ 694,364	\$ 761,777	\$ 810,000	\$ 763,600
Total Fund: 610 - RISK MANAGEMENT:	\$ 318,693	\$ 650,531	\$ 101,206	\$ —	\$ —
 TOTAL GOVERNMENT FUNDS					
Revenue	\$ 66,621,132	\$ 62,645,408	\$ 53,571,589	\$ 106,349,510	\$ 91,188,230
Expenditures	\$ 79,429,695	\$ 55,187,385	\$ 55,635,078	\$ 106,349,510	\$ 91,188,230
 TOTAL PROPRIETARY FUNDS					
Revenues	\$ 16,782,750	\$ 22,167,382	\$ 16,843,143	\$ 17,659,810	\$ 17,371,120
Expenditures	\$ 11,879,072	\$ 12,535,072	\$ 13,070,842	\$ 17,659,810	\$ 17,371,120
 TOTAL ALL FUNDS					
Revenues	\$ 83,403,882	\$ 84,812,790	\$ 70,414,732	\$ 124,009,320	\$ 108,559,350
Expenditures	\$ 91,308,767	\$ 67,722,457	\$ 68,705,920	\$ 124,009,320	\$ 108,559,350
Net	\$ (7,904,885)	\$ 17,090,333	\$ 1,708,812	\$ —	\$ —



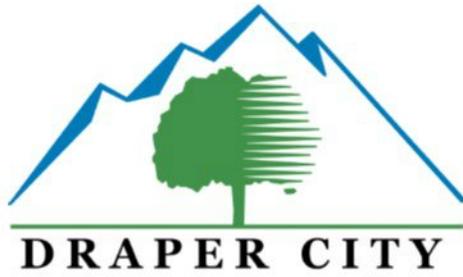
GOVERNMENT WIDE: TRANSFERS

	2017-2018 Total Activity	2018-2019 Total Activity	2019-2020 YTD Activity	2019-2020 Final Budget	2020-2021 Adopted Annual Budget
SOURCES OF FUNDING (TRANSFERS IN)					
Fund: 100 - GENERAL FUND					
Transfer from Special Revenue	703,225	702,438	706,825	\$ 704,200	\$ 709,650
Transfer from Impact Fee	1,640,000	—	—	\$ —	\$ —
Total Fund: 100 - GENERAL FUND:	\$ 2,343,225	\$ 702,438	\$ 706,825	\$ 704,200	\$ 709,650
Fund: 230 - MBA					
Transfer from General Fund	231,666.3	227,421	231,491	\$ 231,720	\$ 229,230
Total Fund: 230 - MBA:	\$ 231,666	\$ 227,421	\$ 231,491	\$ 231,720	\$ 229,230
Fund: 271 - Fire Impact Fees					
Transfer from General Fund	—	128,000	—	\$ —	\$ —
Total Fund: 271 - Fire Impact Fees:	\$ —	\$ 128,000	\$ —	\$ —	\$ —
Fund: 410 - GENERAL PROJECTS					
Transfer from General Fund	7,867,133	1,437,973	2,417,997	\$ 2,884,500	\$ 610,000
Transfer from Special Revenue Fund	379,219	644,021.04	3,673,215.48	\$ 9,898,400	\$ 7,061,100
Transfer from Impact Fee	3,752,461	4,902,982.53	1,805,799.38	\$ 9,098,800	\$ 7,421,500
Total Fund: 410 - GENERAL PROJECTS:	11,998,813	6,984,976.57	7,897,011.86	\$ 21,881,700	\$ 15,092,600
Fund: 550 - AMBULANCE					
Transfer from General Fund	663,635	1,205,690	1,266,050	\$ 1,266,050	\$ 1,369,500
Total Fund: 550 - AMBULANCE:	\$ 663,635	\$ 1,205,690	\$ 1,266,050	\$ 1,266,050	\$ 1,369,500
Fund: 610 - RISK MANAGEMENT					
Transfer from General Fund	850,000	510,700	—	\$ —	\$ —
Total Fund: 610 - RISK MANAGEMENT:	\$ 850,000	\$ 510,700	\$ —	\$ —	\$ —



	2017-2018 Total Activity	2018-2019 Total Activity	2019-2020 YTD Activity	2019-2020 Final Budget	2020-2021 Adopted Annual Budget
USES OF FUNDING (TRANSFERS OUT)					
Fund: 100 - GENERAL FUND					
Transfer to Special Revenue	231,666	355,421	231,491	\$ 231,720	\$ 229,230
Transfer to CIP	7,867,133	1,437,973	2,417,997	\$ 2,884,500	\$ 610,000
Transfer to Enterprise Funds	663,635	1,205,690	1,266,050	\$ 1,266,050	\$ 1,369,500
Transfer to ISF	850,000	510,700	—	\$ —	\$ —
Total Fund: 100 - GENERAL FUND:	\$ 9,612,434	\$ 3,509,784	\$ 3,915,538	\$ 4,382,270	\$ 2,208,730
Fund: 210 - CDRA					
Transfer to CIP - West Freeway	10,613	350,439	—	\$ 445,000	\$ 445,000
Transfer to CIP - Sandhills	—	—	180,422	\$ 3,100,000	\$ 3,084,400
Transfer to General Fund - Crescent	419,275	417,013	425,400	\$ 422,850	\$ 422,500
Transfer to CIP - Crescent	—	293,582	713,120	\$ 1,083,400	\$ —
Transfer to General Fund - East Bangerter	283,950	285,425	281,425	\$ 281,350	\$ 287,150
Transfer to CIP - East Bangerter	—	—	386,191	\$ 420,000	\$ 399,100
Total Fund: 210 - CDRA:	713,838	1,346,459	1,600,367	\$ 5,752,600	\$ 4,638,150
Fund: 240 - B&C					
Transfer to CIP	368,606	—	2,393,482.54	\$ 4,850,000	\$ 3,132,600
Total Fund: 240 - B&C:	368,606	—	2,393,482.54	\$ 4,850,000	\$ 3,132,600
Fund: 271 - FIRE IMPACT FUND					
Transfer to General Fund	1,640,000	—	—	\$ —	\$ —
Total Fund: 271 - FIRE IMPACT FUND:	\$ 1,640,000	\$ —	\$ —	\$ —	\$ —
Fund: 272 - POLICE IMPACT FUND					
Transfer to CIP	—	11,163	291,407.81	\$ 293,900	\$ —
Total Fund: 272 - POLICE IMPACT FUND:	\$ —	\$ 11,163	\$ 291,408	\$ 293,900	\$ —
Fund: 273-TRANSPORTATION IMPACT					
Transfer to CIP	1,900,700	1,723,003	124,869	\$ 4,593,400	\$ 4,500,800
Total Fund: 273 - TRANSPORTATION IMPACT:	\$ 1,900,700	\$ 1,723,003	\$ 124,869	\$ 4,593,400	\$ 4,500,800
Fund: 274 - PARK IMPACT FUND					
Transfer to CIP	1,851,761	3,168,817	1,389,522	\$ 4,211,500	\$ 2,920,700
Total Fund: 274 - PARK IMPACT FUND:	\$ 1,851,761	\$ 3,168,817	\$ 1,389,522	\$ 4,211,500	\$ 2,920,700
Total Sources of Funding (Transfers In):	\$ 16,087,339	\$ 9,759,226	\$ 10,101,378	\$ 24,083,670	\$ 17,400,980
Total Uses of Funding (Transfers Out):	\$ 16,087,339	\$ 9,759,226	\$ 10,101,378	\$ 24,083,670	\$ 17,400,980
Report Total:	\$ —	\$ —	\$ —	\$ —	\$ —

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GENERAL FUND

ANNUAL BUDGET
FISCAL YEAR ENDING - JUNE 30, 2021



GENERAL FUND REVENUE ANALYSIS

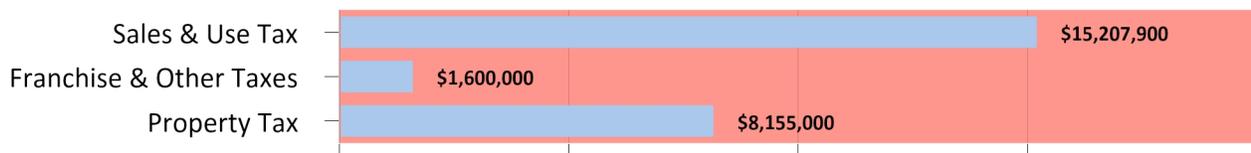
General Fund Revenue Analysis

The General Fund is Draper City’s primary operating fund. It accounts for all financial resources of the general government, except for those accounts required to be under other funds. Funding to support the General Fund comes primarily from three sources: taxes, transfers and fees. Fees may be categorized as licenses and permits; inter-governmental revenues, charges for services, fines and forfeitures; miscellaneous and other sources.

The revenues received from taxes are primarily used to pay for services provided to the public in general such as police, fire, streets, and parks and others. Some services only benefit specific groups of citizens for which a special fee is charged. The purpose of these fees is to cover all or part of the costs incurred to provide that specific service.

Draper City makes revenue projections each year based on a historical analysis and other relevant factors such as economic conditions. The City prefers to take a conservative approach in its forecast. The following considerations were made for each of the following revenue types when making annual revenue projections.

FY21 Budgeted Tax Revenues



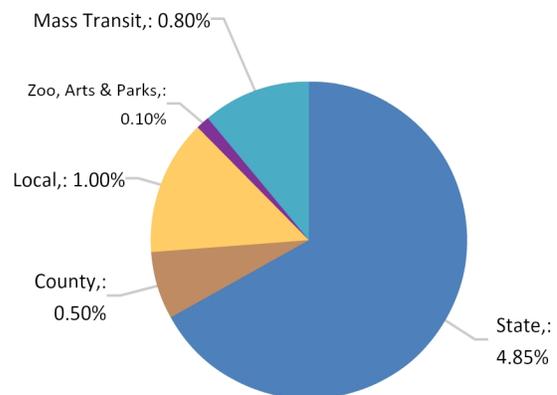
Taxes: Sales Tax

Sales tax is the largest source of revenue for Draper City, contributing 32% of the overall General Fund revenues net of transfers and 48% of total taxes collected by the City.

Sales tax is the tax imposed on the sale or consumption of goods and/or services, and paid by the general public as an addition to the sale price of retail purchases. All such sales tax collected by the retail merchants are remitted to the State Tax Commission, which in turn re-allocates the taxes to the governmental units participating.

The sales tax in Draper City is 7.25% in Salt Lake County and 7.15% in Utah County. The chart to the left illustrates what makes up this percentage.

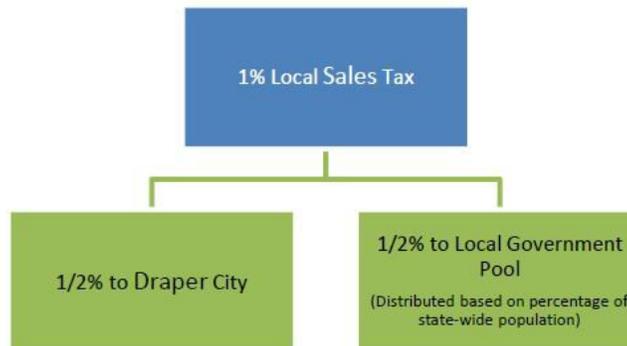
**Draper City (Salt Lake County)
Sales Tax - 7.25%**



GENERAL FUND REVENUE ANALYSIS

Taxes: Sales Tax Continued

Of the total sales tax collected by the Utah State Tax Commission, one percent (1%) is dedicated to local governments, like Draper City. Of this one percent (1%), half is paid directly to the local government where the sale occurred, and the other half is contributed into a state pool and distributed to the cities based on population.



Sales tax revenue is forecasted by the finance department using a qualitative method which takes into consideration each of the following relevant contributing factors:

State Law: No changes in the State law in the 2020 session impacted the sales tax revenue for Draper; However, there were multiple proposed bills that would have a dramatic negative effect on the City's sales tax base that the City will continue to monitor.

Draper City Sales: With over half of sales tax revenue being derived directly from sales made within Draper (about 61%), it is important to accurately project the growth in sales that will take place in the City. Draper has been experiencing an upward trend in commercial growth and development but those do not drive sales tax directly. From an indirect approach, more development could lead to more local point of sale taxes.

Statewide Sales: About 39% of the sales tax revenue has come from the state-wide local government pool. Thus, statewide sales is a major factor in estimates for revenue. Because of COVID-19, many sales across the state may be much lower. This could have a negative impact of the allocation the Draper receives.

Population Data: A growing population can have a significant impact on the portion of sales tax revenue distributed. Since 2010, Draper has grown by about 8%, and anticipates further growth. These changes in population mean Draper would receive a larger portion of sales tax revenue if we grow at a faster rate than the rest of the State. However, due to COVID-19, the FY21 budget will not reflect any growth here.

Confidence: For FY17 & FY18 the City saw sales tax growth of about 10% each year. FY19 saw 4% growth. It appears the FY20 may see 0% - 1% growth over FY19. In addition, in a month-to-month comparison over last few years, Draper has seen that sales tax growth seems to be flattening out. This information, in addition with COVID-19, Draper could see anywhere from 4% to 20% sales tax decrease for FY21. The City has elected to maintain our conservative approach by budgeting in an anticipated decrease of 15%. The budget will be balanced by a one-time fund balance appropriation.

GENERAL FUND REVENUE ANALYSIS

Taxes: Property Tax

Within this budget, property tax includes all general property taxes, delinquent property taxes, fee-in-lieu of personal property taxes, and penalties and interest on delinquent taxes. All of these taxes are collected by the County Treasurer and remitted to the taxing entity (the City) for which they were collected.

The property tax rate refers to the ad valorem taxes levied on an assessed valuation of the real and personal property in the current year. The City's certified tax rate only makes up a portion of the total property tax rate for an area. Total tax rates for the various areas within Draper City can be found on the [Utah State Tax Commission webpage](https://taxrates.utah.gov/).

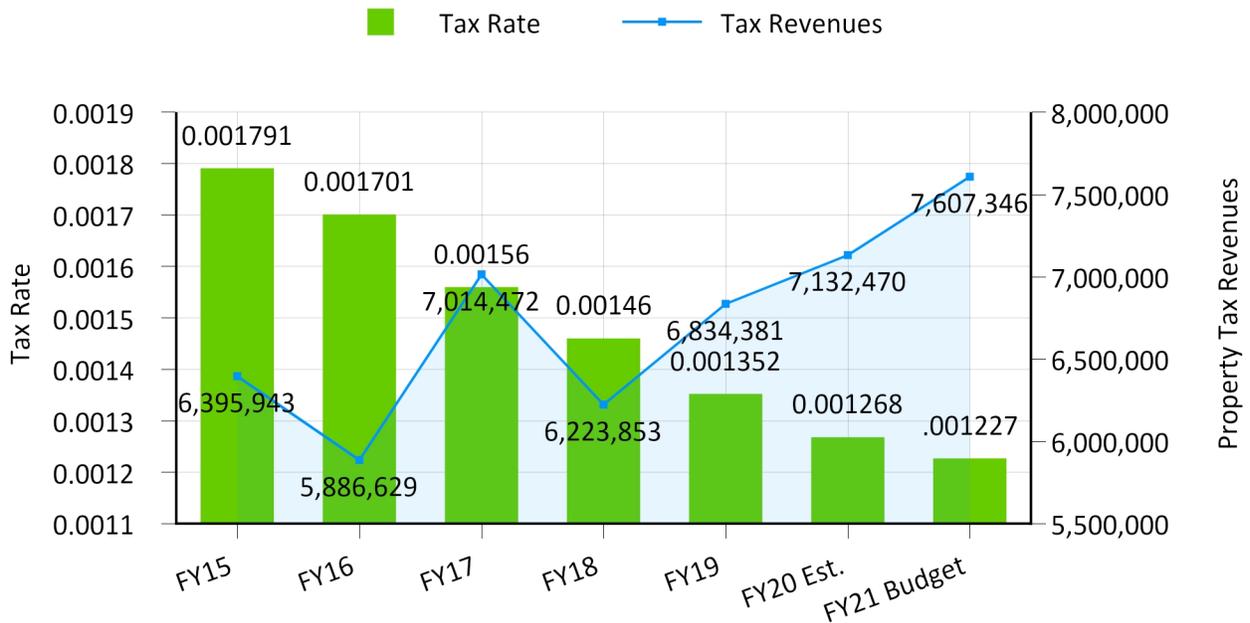
Draper City Certified Tax Rate

Fiscal Year 2020-2021

General Operations	0.001148
Interest and Sinking Fund	0.000079
	<hr/>
	0.001227

Did you know you could view the tax rate history in detail for any city in Utah by visiting <https://taxrates.utah.gov/Login.aspx> and logging on as a guest?

Draper City Property Tax Rate History



Revenue Notes: (1) FY17 included a one-time revenue correction for new growth. (2) Draper has not increased rates since 2007; all revenue increases are due to new growth or expired CDRA areas. "Utah's "Truth in Taxation" laws are revenue-driven, not rate-driven. That means the requirement to hold a "Truth in Taxation" hearing is based upon the collections of a taxing entity, not the rate charged. Utah law requires "Truth in Taxation" hearings to be held when a taxing entity elects to collect more revenue than was collected the previous year, although the entities are permitted to keep revenues generated by "new growth" -- such as value added to the tax rolls from a new subdivision or a new business." This quotation and more property tax information may be found at <https://propertytax.utah.gov/media/historical-overview.pdf>

GENERAL FUND REVENUE ANALYSIS

Taxes: Franchise Tax

Franchise and other taxes are the smallest of the three main tax revenue sources for the City, contributing about 5% of all tax revenue and about 4% of the overall General Fund revenues. These revenues have remained fairly constant over the past five years.

Franchise tax is imposed on privately-owned utilities, which have been given a franchise to operate within the governmental entity, using the governmental unit's property for standards, wiring, underground pipes, etc. These revenues are combined into one revenue account. The following is a list of the current tax rates for utilities in Draper City:

Power (electric and gas)	6%
Water	6%
Cable	5%
Telecommunications	3.5%



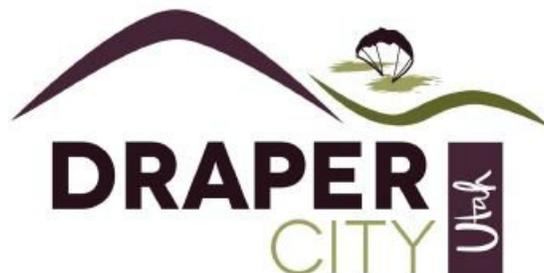
The following factors contribute to the assumptions for this revenue projection. However, the leading factor used in forecasting these revenues are historical trends.

Utility Rates- Changes in utility rates directly affect the revenue collected by the utility, subsequently affecting the amount of tax received by the City. Utility rates are regulated by the Public Service Commission. Changes in rates are not uncommon, however, based on the size of the overall revenue rate changes will have a minimal effect on the overall General Fund budget.

Usage- Utility revenues are sensitive due to usage variation, with the electric and natural gas utilities particularly affected by the weather. The current projections assume a normal weather pattern.

Other taxes include the following:

- Transient room tax (Hotel tax) 1.0%. This is just Draper's portion of the total hotel tax collected.
- State-imposed liquor tax distribution calculated by the State is about \$50K for Draper and is categorized under state grant revenue.



GENERAL FUND REVENUE ANALYSIS

Licensing & Permits

License and permits revenue includes development permit fees, business license fees, and animal license fees contributing over 9% of overall General Fund revenue.

Development Permit Fees

Development permit fees include building permit fees, planning fees, engineering fees, and excavation fees. The City realizes the importance of understanding on going versus one-time revenues. These considerations are made when forecasting these revenues. Cities experiencing high growth often rely on this revenue source to fund on going operations, which can bring challenges when those growth patterns change. For Draper City, the budgeted amounts have been set as the baseline for on going operations. During high growth years, amounts in excess will either cover possible revenue shortfalls or contribute to any one-time needs or capital improvements at the end of FY21. The budget for FY20 was \$3,376,000 allowing some funding for possible allocations toward fund balance (FY21 revenues shortfalls), new capital projects or FY20 revenue shortfalls. In forecasting FY21 and the uncertainties surrounding COVID-19, the City has elected to budget a 5% decrease from the FY20 budget. A decrease to the budget allows the City to better maintain its conservative budgeting approach. In addition, planning fees which proceed building permit revenues seem to be on a downward trend, suggesting a possible slowing of new building permits during FY21.

	FY17 Actual	FY18 Actual	FY19 Actual	FY20 Estimate	FY21 Budget
Building Fees	\$ 1,566,279	\$ 2,335,235	\$ 2,212,937	\$ 2,300,000	\$ 1,700,000
Engineering/Excavation Fees	\$ 321,835	\$ 188,698	\$ 238,723	\$ 170,000	\$ 187,000
Planning Fees	\$ 1,195,303	\$ 1,332,913	\$ 2,015,830	\$ 1,100,000	\$ 1,337,000
Total	\$ 3,083,417	\$ 3,856,846	\$ 4,467,490	\$ 3,570,000	\$ 3,224,000

Business License Fees

Total business licensing fees budgeted for FY20 was \$311,000 and early estimates predict collecting about \$295,000. The majority of these are for small business and due to COVID-19 the impact is still unknown. The City reduced the FY21 down by about 20% as a precaution.

Animal License Fees

Animal license fees have remained consistent over the past five years. No change is anticipated. Animal licensing is not included in the above permit analysis. These fees help support the many services provided to animals dwelling with the the City.



GENERAL FUND REVENUE ANALYSIS

Inter-Governmental Revenue

Intergovernmental revenue consists of monies obtained from other governments and can include grants, shared taxes, and contingent loans and advances. For the City of Draper, the most consistent source of revenues comes from the Utah Department of Transportation (UDOT) in the form of the gas tax or Class B & C road revenues. All other revenues are from various grants.

	FY21 Budget
Federal Grants	
Bulletproof Vest Grant	\$ 10,000
Emergency Management Performance Grant (EMPG)	\$ 11,000
Total Federal Grants:	\$ 21,000
 State Grants	
Class B & C (Gas Tax)	\$ 1,825,000
State Liquor Fund Allotment	\$ 50,000
State DUI Grant	\$ 5,000
State Grant Total:	1,880,000
 Local Grants	
<i>Grants Included in the CIP Fund</i>	
Electric Car Charging System Project CIP20-17	\$ 23,500
Lone Peak North Project # CIP19-25	\$ 1,885,500
13490 South Construction Project # CIP00030	\$ 317,100
Traverse Ridge Phase II Project # CIP20-09	\$ 363,400
C.A.R.E.S Act Funds (Specific use of these funds are still under review; however, a related expense in budgeted withing the Executive budget).	\$ 1,400,000
Local Grant Total:	\$ 3,989,500
Total Inter-Government Revenues:	\$ 5,890,500

B & C Revenues Analysis: B & C Road funds have remained fairly constant but have been increasing slowly. FY18 total revenues were \$1.72M and then in FY19 they jumped up to \$1.84M; FY20 is estimated to still be strong and should end up very close to what was received last year. There is no pending legislation that would change revenues in this budget year. The City will remain vigilant and involved to stay current with any changes to the gas tax that could effect future revenues.

Other Grant Analysis: Both federal grants have been awarded each year for many years and the City expects the same for FY21. The State Liquor Fund Allotment and State DUI Grants have been awarded for over 10 years and no significant change is expected in FY21. Local grants vary the most from year-to-year depending on project that the City is undertaking. FY21 is unique because of the C.A.R.E.S Act funding that will be distributed from the State of Utah, to the County and then to the City of Draper. This is a one-time funding source due to COVID-19 and provides direct funding to a corresponding expense within the Economic Development Division, a Department of the Executive budget within the General Fund. Grants related to CIP project are received directly into fund 410 either to fund or reimburse the fund for any grant related expenses.

GENERAL FUND REVENUE ANALYSIS**Charges for Services**

Charges for service are the fees charged to recover the cost of service. These include administrative fees, false alarm call fees, GRAMA request fees, rental fees, public safety fees, passport fees, burial fees, and recreation program fees.

\$519,000 of this revenue is the administrative fee charged to the CDRA Fund (210) based on signed agreements within the CDRA areas which detail out the fee which is a percentage of property taxes within the area.

The City also has several rental contracts or agreements that historically more than \$100,000 and are expected to be stable. Agreements include monthly leases for cell towers within the City and storage space leased to the Traverse Ridge Special Service District for equipment stored within a fire station bay.

The Parks & Recreation Department accounts for nearly \$400,000 of this revenue source which includes park reservations at \$100,000 and various recreational programs at \$237,000 in the FY21 budget. The City based these revenues on historical values. This budget is rather aggressive considering COVID-19 but feel confident overall for total charges and services.

Passport revenues were reduced due to COVID-19 by (\$38,700) to bring down the budget to \$176,300 in FY21.

Miscellaneous Revenues

Miscellaneous revenues are made up from interest earnings, agreements and other revenues. \$410,000 (40%) of the City's budgeted revenues in this category stems from an on-going agreement with the Living Planet Aquarium. This is revenue from a pass through agreement in which the aquarium pays the City, then, the City pays the debt service on the bond with those funds. This revenue provides the direct funding to pay the interest portion for the 2012 Series C bond and it recognized by the City in accordance with GAAP. This agreement is expected to continue until 2032. See the the debt service schedule for 2012 Series C in the informational section of this document under debt management policy. All other 2012 C expenses (principle) are off set by other direct payments by the Aquarium but are not recognized as revenue in accordance with GAAP.

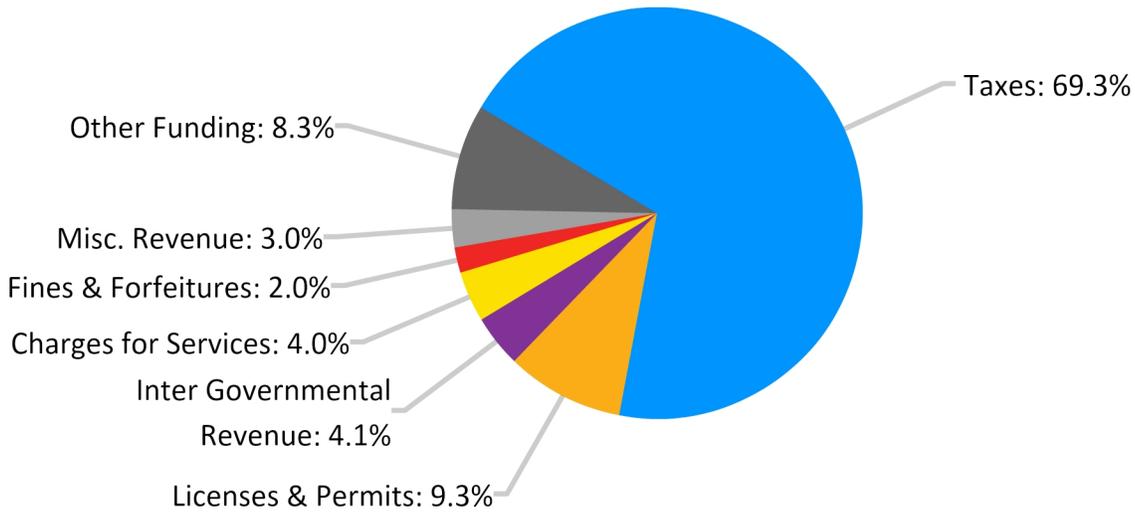
Interest earned by the City is expected to remain at a healthy level for the upcoming year given the that the City has locked in interest rates for various bonds that will yield in FY21. Revenue is estimated to be around \$800,000 in FY20. However, the City does expect the interest to come down from the number within the year, even considering having some rates locked in. The City also keeps in mind that interest revenue is extremely volatile and should not be used to fund ongoing cost; similar to how the City budgets for building permits. Interest revenues for FY21 are in at \$508,400 or 50% of the revenues in this category. The majority of the City's cash is held in Utah's Public Treasurers Investment Fund or with Moreton Investments, both earning a stable, low risk rate. The City's cash is pooled together regardless of funds and an allocation process is used to recognize the interest earned in the General Fund.

Other Revenue Sources

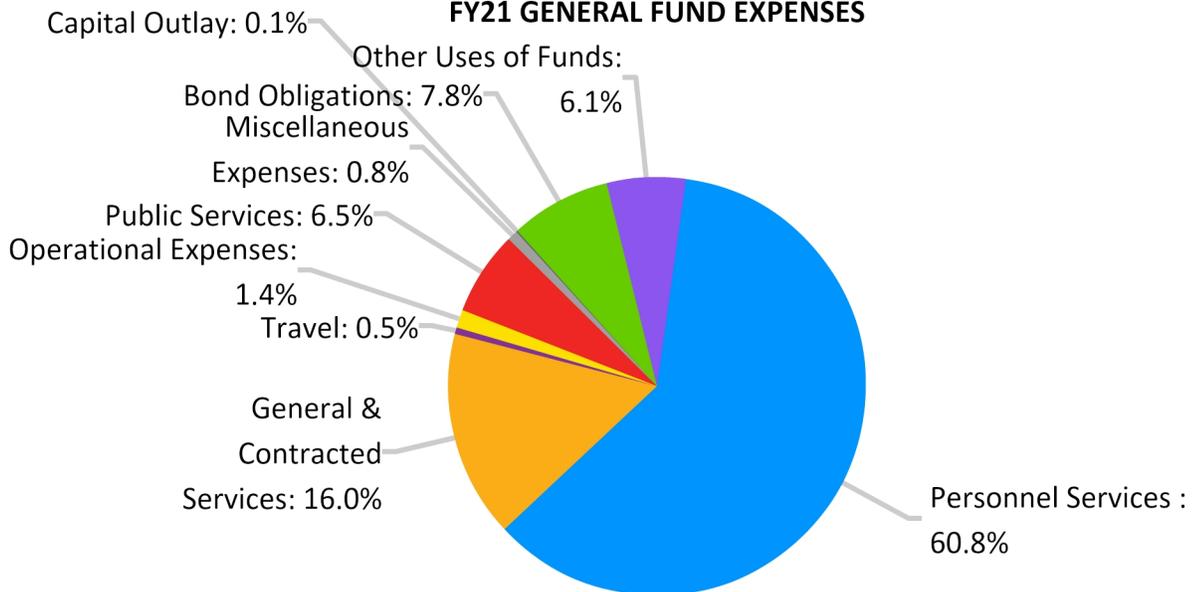
Due to COVID-19 this budget is using \$2,288,760 in fund balance as a revenue source. Normally, the City is able to balance to budget with stable revenue for each budgeted expense. Fund balance is explained in detail in this budget under the informational section. The remaining \$709,650 of revenue are transfers from the CDRA areas to reimburse the General Fund for the payment of dept service of Series 2014 and Series 2012 B.

GENERAL FUND: SOURCES & USES BY TYPE

FY21 GENERAL FUND REVENUES



FY21 GENERAL FUND EXPENSES





GENERAL FUND: SOURCES & USES BY TYPE

	2017-2018 Total Activity	2018-2019 Total Activity	2019-2020 YTD Activity	2019-2020 Final Budget	2020-2021 Adopted Annual Budget
Revenue					
310 - Taxes	\$ 25,488,100	\$ 26,658,847	\$ 24,270,685	\$ 27,132,000	\$ 24,962,900
320 - Licenses & Permits	\$ 4,281,728	\$ 4,832,299	\$ 3,805,084	\$ 3,407,000	\$ 3,333,040
330 - Inter Governmental Revenue	\$ 138,504	\$ 180,231	\$ 85,576	\$ 190,500	\$ 1,476,000
340 - Charges for Services	\$ 1,521,889	\$ 1,557,682	\$ 1,305,061	\$ 1,471,320	\$ 1,421,700
350 - Fines & Forfeitures	\$ 736,487	\$ 829,484	\$ 669,370	\$ 734,800	\$ 725,200
360 - Miscellaneous Revenue	\$ 1,040,164	\$ 1,623,963	\$ 1,364,403	\$ 1,094,000	\$ 1,068,400
370 - Other Sources of Funding	\$ 2,378,474	\$ 987,675	\$ 757,005	\$ 3,190,650	\$ 2,998,410
Total Revenue:	\$ 35,585,347	\$ 36,670,182	\$ 32,257,184	\$ 37,220,270	\$ 35,985,650
Expense					
510 - Personnel Services	\$ 18,645,989	\$ 19,714,214	\$ 20,839,340	\$ 21,592,640	\$ 21,888,660
610 - General & Contracted Services	\$ 3,576,485	\$ 3,566,883	\$ 3,616,021	\$ 4,323,080	\$ 5,752,510
620 - Travel	\$ 90,361	\$ 94,959	\$ 62,452	\$ 205,434	\$ 169,430
630 - Operational Expenses	\$ 667,536	\$ 194,781	\$ 234,305	\$ 490,030	\$ 494,570
640 - Operational Expenses - Public Services	\$ 2,285,433	\$ 1,566,796	\$ 1,496,921	\$ 2,178,500	\$ 2,346,690
660 - Miscellaneous Expenses	\$ 238,838	\$ 289,600	\$ 226,234	\$ 289,566	\$ 286,600
670 - Capital Outlay	\$ 3,066,368	\$ 938,420	\$ 860,180	\$ 965,350	\$ 36,000
685 - Bond Obligations	\$ 7,911,350	\$ 2,795,227	\$ 2,793,400	\$ 2,793,400	\$ 2,802,460
690 - Other Uses of Funds	\$ 9,612,435	\$ 3,509,784	\$ 3,915,538	\$ 4,382,270	\$ 2,208,730
Total Expense:	\$ 46,094,794	\$ 32,670,664	\$ 34,044,392	\$ 37,220,270	\$ 35,985,650
Report Total:	\$ (10,509,447)	\$ 3,999,518	\$ (1,787,208)	\$ —	\$ —



GENERAL FUND: SOURCES BY CLASSIFICATION

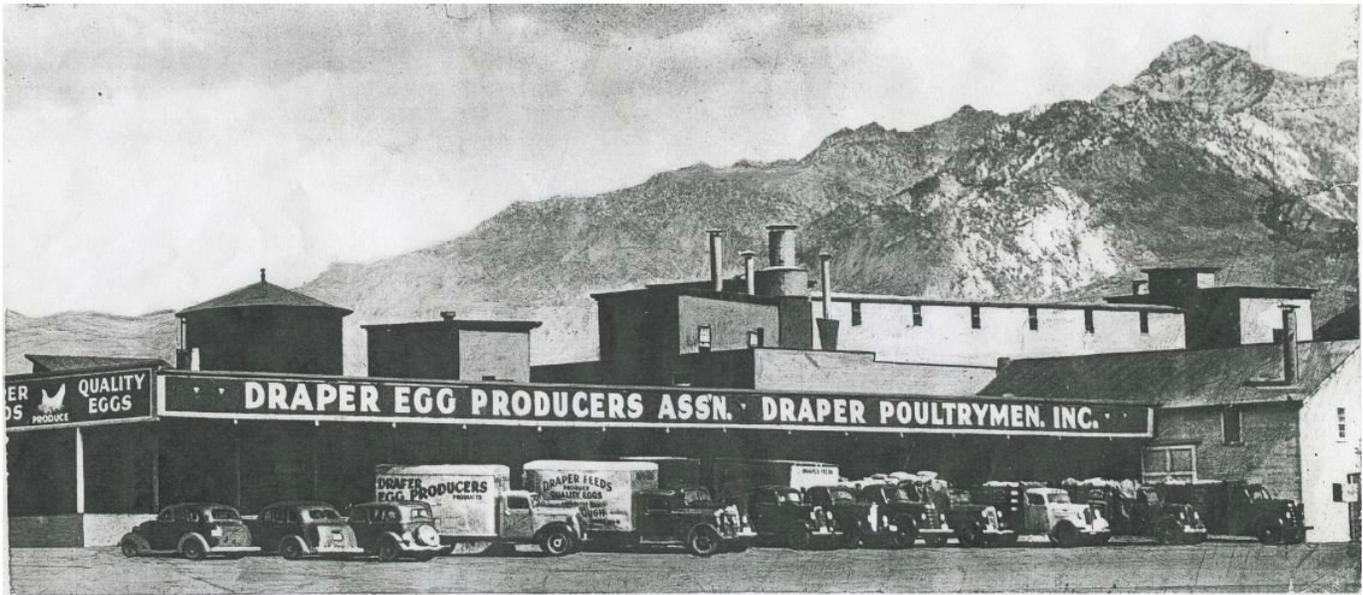
	2017-2018 Total Activity	2018-2019 Total Activity	2019-2020 YTD Activity	2019-2020 Final Budget	2020-2021 Adopted Annual Budget
Revenue					
Type: 310 - Taxes					
3110 - Property Tax Current	\$ 7,208,154	\$ 7,939,405	\$ 8,088,607	\$ 8,021,000	\$ 8,155,000
3130 - Sales and Use Tax	\$ 16,646,754	\$ 17,099,844	\$ 14,916,882	\$ 17,486,000	\$ 15,207,900
3140 - Franchise Tax	\$ 1,633,192	\$ 1,619,598	\$ 1,265,196	\$ 1,625,000	\$ 1,600,000
Taxes:	\$ 25,488,100	\$ 26,658,847	\$ 24,270,685	\$ 27,132,000	\$ 24,962,900
Type: 320 - Licenses & Permits					
3210 - Business License	\$ 384,007	\$ 325,378	\$ 303,412	\$ 311,000	\$ 266,840
3220 - Non Business Licenses & Permits	\$ 13,637	\$ 20,381	\$ 16,911	\$ 13,000	\$ 14,200
3230 - Building Permits	\$ 2,551,615	\$ 2,470,711	\$ 2,412,054	\$ 1,863,000	\$ 1,902,000
3240 - Planning Fees	\$ 1,332,470	\$ 2,015,830	\$ 1,072,707	\$ 1,220,000	\$ 1,150,000
Licenses & Permits:	\$ 4,281,728	\$ 4,832,299	\$ 3,805,084	\$ 3,407,000	\$ 3,333,040
Type: 330 - Inter Governmental Revenue					
3310 - Federal Grants	\$ 11,439	\$ 11,008	\$ —	\$ 29,000	\$ 21,000
3320 - State Grants	\$ 115,373	\$ 166,130	\$ 82,616	\$ 161,500	\$ 55,000
3330 - Local Grants	\$ 11,692	\$ 3,093	\$ 2,960	\$ —	\$ 1,400,000
Inter Governmental Revenue:	\$ 138,504	\$ 180,231	\$ 85,576	\$ 190,500	\$ 1,476,000
Type: 340 - Charges for Services					
3410 - Fees	\$ 610,692	\$ 612,587	\$ 586,383	\$ 657,220	\$ 734,500
3430 - Sales and Service	\$ 911,197	\$ 945,095	\$ 718,679	\$ 814,100	\$ 687,200
Charges for Services:	\$ 1,521,889	\$ 1,557,682	\$ 1,305,061	\$ 1,471,320	\$ 1,421,700
Type: 350 - Fines & Forfeitures					
3510 - Court Fines	\$ 733,643	\$ 809,491	\$ 630,771	\$ 732,800	\$ 723,000
3520 - Restitution	\$ 730	\$ 540	\$ 2,743	\$ —	\$ —
3530 - Late Fees & Penalties	\$ 2,115	\$ 19,453	\$ 35,856	\$ 2,000	\$ 2,200
Fines & Forfeitures:	\$ 736,487	\$ 829,484	\$ 669,370	\$ 734,800	\$ 725,200
Type: 360 - Miscellaneous Revenue					
3610 - Interest Earnings	\$ 621,474	\$ 660,068	\$ 763,087	\$ 513,000	\$ 508,400
3620 - Private Grants	\$ —	\$ —	\$ —	\$ —	\$ —
3690 - Other Misc Revenue	\$ 418,690	\$ 963,894	\$ 601,316	\$ 581,000	\$ 560,000
Miscellaneous Revenue:	\$ 1,040,164	\$ 1,623,963	\$ 1,364,403	\$ 1,094,000	\$ 1,068,400
Type: 370 - Other Sources of Funding					
3710 - Interfund Transfers	\$ 2,343,225	\$ 702,438	\$ 706,825	\$ 704,200	\$ 709,650
3720 - Bond Proceeds	\$ —	\$ —	\$ —	\$ —	\$ —
3730 - Gain/Loss on Disposal of Capital Assets	\$ 35,249	\$ 285,238	\$ 50,180	\$ —	\$ —
3740 - Fund Balance Appropriation	\$ —	\$ —	\$ —	\$ 2,486,450	\$ 2,288,760
Other Sources of Funding:	\$ 2,378,474	\$ 987,675	\$ 757,005	\$ 3,190,650	\$ 2,998,410
General Fund Revenue:	\$ 35,585,347	\$ 36,670,182	\$ 32,257,184	\$ 37,220,270	\$ 35,985,650



GENERAL FUND: USES BY CLASSIFICATION

	2017-2018 Total Activity	2018-2019 Total Activity	2019-2020 YTD Activity	2019-2020 Final Budget	2020-2021 Adopted Annual Budget
Expenditures					
Type: 510 - Personnel Services					
5110 - Salaries and Wages	\$ 12,227,751	\$ 13,044,934	\$ 13,641,350	\$ 14,106,640	\$ 14,829,760
5120 - Benefits	\$ 6,377,311	\$ 6,635,879	\$ 7,157,590	\$ 7,445,600	\$ 7,015,700
5130 - Allowances	\$ 40,927	\$ 33,400	\$ 40,400	\$ 40,400	\$ 43,200
Personnel Services:	\$ 18,645,989	\$ 19,714,214	\$ 20,839,340	\$ 21,592,640	\$ 21,888,660
Type: 610 - General & Contracted Services					
6110 - Professional & Technical	\$ 1,314,716	\$ 1,323,138	\$ 1,441,759	\$ 1,577,250	\$ 1,570,200
6120 - Utilities	\$ 1,293,682	\$ 1,251,485	\$ 1,188,903	\$ 1,402,460	\$ 1,388,860
6130 - Agreement	\$ 435,207	\$ 373,188	\$ 319,730	\$ 538,680	\$ 1,940,330
6190 - Other General & Contracted Services	\$ 532,879	\$ 619,071	\$ 633,949	\$ 804,690	\$ 853,120
General & Contracted Services:	\$ 3,576,485	\$ 3,566,883	\$ 3,584,341	\$ 4,323,080	\$ 5,752,510
Type: 620 - Travel					
6210 - In State Travel	\$ 26,470	\$ 28,597	\$ 19,503	\$ 54,240	\$ 57,760
6220 - Out of State Travel	\$ 63,891	\$ 66,362	\$ 42,949	\$ 151,194	\$ 111,670
Travel:	\$ 90,361	\$ 94,959	\$ 62,452	\$ 205,434	\$ 169,430
Type: 630 - Operational Expenses					
6310 - Office Materials and Supplies	\$ 267,202	\$ 221,668	\$ 234,616	\$ 297,040	\$ 296,440
6320 - Dues & Subscriptions	\$ 174,726	\$ 179,696	\$ 197,311	\$ 308,880	\$ 311,460
6330 - Information Technology	\$ 399,964	\$ 312,331	\$ 440,473	\$ 375,700	\$ 332,170
6390 - Other Operational Expenses	\$ (174,357)	\$ (518,914)	\$ (639,185)	\$ (491,634)	\$ (445,500)
Operational Expenses:	\$ 667,536	\$ 194,781	\$ 233,215	\$ 489,986	\$ 494,570
Type: 640 - Operational Expenses - Public Services					
6410 - Materials & Supplies	\$ 935,738	\$ 869,347	\$ 826,875	\$ 950,830	\$ 931,990
6420 - Maintenance & Repairs	\$ 613,213	\$ (76,089)	\$ (27,491)	\$ 275,420	\$ 408,250
6430 - Vehicle Maintenance	\$ 563,734	\$ 596,182	\$ 515,672	\$ 720,050	\$ 766,450
6440 - Recreation Programs	\$ 167,368	\$ 175,512	\$ 126,820	\$ 230,700	\$ 240,000
6490 - Other Operational Expenses - Public Services	\$ 5,380	\$ 1,844	\$ —	\$ 1,500	\$ —
Operational Expenses - Public Services:	\$ 2,285,433	\$ 1,566,796	\$ 1,441,876	\$ 2,178,500	\$ 2,346,690
Type: 660 - Miscellaneous Expenses					
6610 - Council Expense	\$ 12,197	\$ 15,306	\$ 13,779	\$ 15,550	\$ 17,100
6615 - Explorer Program	\$ 2,715	\$ 2,302	\$ 1,611	\$ 3,500	\$ 3,500
6620 - Contingency	\$ 9,008	\$ 62,589	\$ 9,915	\$ 54,016	\$ 56,000
6630 - Outside Foundations	\$ 214,918	\$ 209,403	\$ 200,788	\$ 216,500	\$ 210,000
Miscellaneous Expenses:	\$ 238,838	\$ 289,600	\$ 226,093	\$ 289,566	\$ 286,600

	2017-2018 Total Activity	2018-2019 Total Activity	2019-2020 YTD Activity	2019-2020 Final Budget	2020-2021 Adopted Annual Budget
Type: 670 - Capital Outlay					
6710 - Capital Projects	\$ 351	\$ —	\$ —	\$ —	\$ —
6711 - Non-Capital Projects	\$ 76,212	\$ 3,182	\$ —	\$ —	\$ —
6720 - Capital Equipment Purchase	\$ 2,989,805	\$ 935,238	\$ 860,180	\$ 965,350	\$ 36,000
Capital Outlay:	\$ 3,066,368	\$ 938,420	\$ 860,180	\$ 965,350	\$ 36,000
Type: 685 - Bond Obligations					
6850 - Bond Obligations	\$ 7,911,350	\$ 2,795,227	\$ 2,793,400	\$ 2,793,400	\$ 2,802,460
Bond Obligations:	\$ 7,911,350	\$ 2,795,227	\$ 2,793,400	\$ 2,793,400	\$ 2,802,460
Type: 690 - Other Uses of Funds					
6910 - Interfund Transfers	\$ 9,612,435	\$ 3,509,784	\$ 3,915,538	\$ 4,382,270	\$ 2,208,730
6930 - Contribution to Fund Balance	\$ —	\$ —	\$ —	\$ —	\$ —
Other Uses of Funds:	9,612,435	3,509,784	3,915,538	4,382,270	2,208,730
General Fund Expenditures:	46,094,794	32,670,664	33,956,436	37,220,226	35,985,650



GENERAL FUND: CAPITAL OUTLAY DETAIL (NON-PROJECT)

DESCRIPTION	AMOUNT	
NO APPROVED NON-PROJECT CAPITAL IN FY21	\$	—
TOTAL	\$	—





GENERAL FUND: BUDGET SUMMARY BY DEPARTMENT

Department	2017-2018 Total Activity	2018-2019 Total Activity	2019-2020 YTD Activity	2019-2020 Final Budget	2020-2021 Adopted Annual Budget
4110 - Legislative	\$ 175,809	\$ 255,676	\$ 230,270	\$ 288,870	\$ 292,800
4120 - Executive	\$ 2,783,739	\$ 2,748,687	\$ 3,040,196	\$ 3,580,810	\$ 4,921,870
4131 - Human Resources	\$ 264,781	\$ 320,594	\$ 282,764	\$ 333,520	\$ 333,170
4132 - Finance	\$ 741,179	\$ 750,928	\$ 744,623	\$ 830,960	\$ 844,200
4140 - Facilities	\$ 745,062	\$ 744,791	\$ 722,660	\$ 902,610	\$ 904,550
4150 - Non-Departmental	\$ 409,649	\$ 418,684	\$ 377,533	\$ 520,950	\$ 424,100
4210 - Judicial	\$ 590,941	\$ 598,428	\$ 595,200	\$ 632,900	\$ 645,700
4220 - Police	\$ 6,062,963	\$ 6,617,729	\$ 7,273,387	\$ 7,669,790	\$ 7,737,100
4230 - Fire	\$ 6,424,270	\$ 3,906,799	\$ 4,226,582	\$ 4,385,350	\$ 4,336,510
4310 - Public Works	\$ 4,465,082	\$ 3,968,011	\$ 3,759,011	\$ 4,125,570	\$ 3,812,640
4410 - Community Development	\$ 2,011,041	\$ 2,317,929	\$ 2,361,197	\$ 2,542,280	\$ 2,483,200
4510 - Parks & Recreation	\$ 3,896,494	\$ 3,703,996	\$ 3,722,030	\$ 4,230,990	\$ 4,238,620
4810 - Principal & Interest	\$ 7,911,350	\$ 2,795,227	\$ 2,793,400	\$ 2,793,400	\$ 2,802,460
4910 - Transfers	\$ 9,612,435	\$ 3,509,784	\$ 3,915,538	\$ 4,382,270	\$ 2,208,730
Report Total:	\$ 46,094,794	\$ 32,657,264	\$ 34,044,392	\$ 37,220,270	\$ 35,985,650

NOTES: DEPARTMENT STRUCTURE:

The departments above are the City’s financial departments used for reporting. The department structure in this document does not represent how departments are managed in all cases. Each department is managed by an appointed department director. Exceptions are below:

A non-appointed department director manages the information technology division, a division of the Executive Department.

The Finance Director oversees the Judicial, Principle & Interest, Transfers and Non-departmental Departments. The Courts Manager leads the daily operations of the Judicial Department. Principle & Interest and Transfer Departments are for administrative purposes only; their function and purposes serve the General Fund as a whole.

The Assistant City Manager oversees the Facilities Department as a division of public works. A Facilities Manager leads the daily operations of the Facilities Department.

NOTES: INTERFUND REIMBURSEMENTS:

Several departments within the General Fund provide services to other funds during the year. As part of an overhead allocation that is based on Full-Time Equivalent (FTE’s) and the operating budget of each department providing services, and the budget of each fund receiving services.

Guidance from GASB 34 112b(2) allows expenses in the general fund to be treated as a reduction to expenses in an effort to not overstate both revenues and expenses in the government-wide financial statements of Draper City. These accounting standards have been integrated into the budget of participating departments of the City under (630) Operational Expenses. The total overhead offset across all departments in the General Fund for FY21 is \$1,495,800.

GENERAL FUND DEPARTMENT/DIVISION SUMMARIES

Legislative Department

	2017-2018 Total Activity	2018-2019 Total Activity	2019-2020 YTD Activity	2019-2020 Final Budget	2020-2021 Adopted Annual Budget
Department: 4110 - Legislative					
Division: 41110 - Mayor & Council					
510 - Personnel Services	\$ 121,375	\$ 214,318	\$ 192,412	\$ 208,400	\$ 228,200
610 - General & Contracted Services	\$ 1,138	\$ 974	\$ 1,195	\$ 1,250	\$ 2,000
620 - Travel	\$ 5,532	\$ 12,051	\$ 3,895	\$ 31,120	\$ 24,250
630 - Operational Expenses	\$ 41,626	\$ 15,923	\$ 27,617	\$ 37,600	\$ 28,350
660 - Miscellaneous Expenses	\$ 6,137	\$ 12,403	\$ 5,151	\$ 10,500	\$ 10,000
Total Division: 41110 - Mayor & Council:	\$ 175,809	\$ 255,670	\$ 230,270	\$ 288,870	\$ 292,800
Total Department: 4110 - Legislative:	\$ 175,809	\$ 255,670	\$ 230,270	\$ 288,870	\$ 292,800

Note: Operational Expenses is net of (\$59,100) budgeted as an interfund reimbursement (overhead allocation), in which there is a reduction to expenses for the administrative support to other funds. GASB Statement. No. 34, paragraph 112b(2).

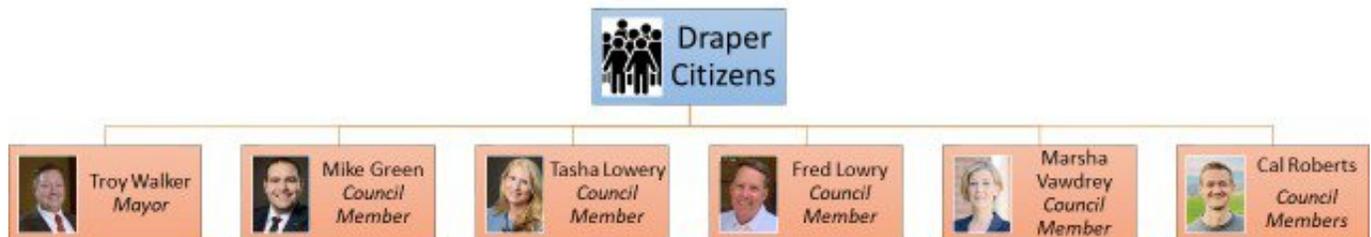
Function:

Draper City’s form of government includes a part-time Mayor and five Council Members. The City Manager handles the day-to day management of the City.

The Mayor’s duties include serving as the Acting Director of the Emergency Operations Center, Chief Budget Officer (this task is delegated to our Chief Financial Officer), setting the Council agenda, running City Council meetings and appointing City officials and citizen board members.

The five Council Members represent the entire City; they are responsible to make decisions that are in the best interests of the entire City. They seek input from residents and City staff; they debate amongst themselves, and then finally cast an official vote.

Mayor and City Council



GENERAL FUND DEPARTMENT/DIVISION SUMMARIES

Legislative Department Continued

Accomplishments:

-
- Traverse Ridge Conservation Easement
- Coyote Hollow trailhead parking
- Lone Peak Parkway widening project
- Idle-Free resolution to reduce vehicle emissions
- Jordan River Trail connecting bridge
- Opening of Suncrest Park
- Glass recycling program
- 13800 South widening project

Goals:

- Allow for smart growth and desirable projects in the City
- Continued transparency and improve communication with residents.
- Update the City's general plan





GENERAL FUND DEPARTMENT/DIVISION SUMMARIES

Executive Department

	2017-2018 Total Activity	2018-2019 Total Activity	2019-2020 YTD Activity	2019-2020 Final Budget	2020-2021 Adopted Annual Budget
Department: 4120 - Executive					
Division: 41210 - City Manager					
510 - Personnel Services	\$ 498,121	\$ 526,845	\$ 559,151	\$ 576,600	\$ 586,900
610 - General & Contracted Services	\$ 293,492	\$ 177,729	\$ 300,144	\$ 326,200	\$ 231,200
620 - Travel	\$ 6,088	\$ 2,915	\$ 10,826	\$ 14,884	\$ 10,500
630 - Operational Expenses	\$ (94,638)	\$ (98,132)	\$ (121,716)	\$ (109,220)	\$ (100,300)
640 - Operational Expenses - Public Services	\$ 1,227	\$ —	\$ —	\$ 2,000	\$ —
660 - Miscellaneous Expenses	\$ 4,757	\$ 52,859	\$ 10,055	\$ 26,016	\$ 30,000
Total Division: 41210 - City Manager:	\$ 709,047	\$ 662,216	\$ 758,461	\$ 836,480	\$ 758,300

Note: Operational Expenses is net of (\$150,600) budgeted as an interfund reimbursement (overhead allocation), in which there is a reduction to expenses for the administrative support to other funds. GASB Statement. No. 34, paragraph 112b(2).

Division: 41220 - City Recorder					
510 - Personnel Services	\$ 252,721	\$ 244,070	\$ 218,092	\$ 229,000	\$ 234,900
610 - General & Contracted Services	\$ 26,722	\$ 58,528	\$ 39,620	\$ 63,280	\$ 77,580
620 - Travel	\$ 490	\$ 2,312	\$ 514	\$ 2,950	\$ 1,950
630 - Operational Expenses	\$ (31,414)	\$ (37,100)	\$ (35,734)	\$ (30,970)	\$ (39,130)
640 - Operational Expenses - Public Services	\$ —	\$ —	\$ —	\$ 1,070	\$ —
Total Division: 41220 - City Recorder:	\$ 248,518	\$ 267,811	\$ 222,491	\$ 265,330	\$ 275,300

Note: Operational Expenses is net of (\$55,500) budgeted as an interfund reimbursement (overhead allocation), in which there is a reduction to expenses for the administrative support to other funds. GASB Statement. No. 34, paragraph 112b(2).

Division: 41230 - Elections					
630 - Operational Expenses	\$ 65,989	\$ 209	\$ 66,891	\$ 100,000	\$ 100,000
Total Division: 41230 - Elections:	\$ 65,989	\$ 209	\$ 66,891	\$ 100,000	\$ 100,000

Division: 41240 - Legal					
510 - Personnel Services	\$ 280,177	\$ 345,801	\$ 371,443	\$ 375,100	\$ 380,800
610 - General & Contracted Services	\$ 276,889	\$ 237,903	\$ 217,216	\$ 295,100	\$ 297,700
620 - Travel	\$ 1,803	\$ 1,547	\$ 682	\$ 2,950	\$ 3,000
630 - Operational Expenses	\$ (70,370)	\$ (79,051)	\$ (87,228)	\$ (82,340)	\$ (92,800)
Total Division: 41240 - Legal:	\$ 488,499	\$ 506,201	\$ 502,113	\$ 590,810	\$ 588,700

Note: Operational Expenses is net of (\$117,700) budgeted as an interfund reimbursement (overhead allocation), in which there is a reduction to expenses for the administrative support to other funds. GASB Statement. No. 34, paragraph 112b(2).



	2017-2018 Total Activity	2018-2019 Total Activity	2019-2020 YTD Activity	2019-2020 Final Budget	2020-2021 Adopted Annual Budget
Division: 41250 - Economic Development					
610 - General & Contracted Services	\$ 302,794	\$ 335,833	\$ 317,304	\$ 518,000	\$ 1,918,000
620 - Travel	\$ 3,597	\$ 4,555	\$ —	\$ 12,400	\$ 9,300
630 - Operational Expenses	\$ 17,608	\$ 23,935	\$ 26,362	\$ 42,740	\$ 42,740
Total Division: 41250 - Economic Development:	\$ 323,999	\$ 364,323	\$ 343,666	\$ 573,140	\$ 1,970,040

Note: FY21 includes a one-time budget of \$1,400,000 for the C.A.R.E.S Act due to COVID-19. The General Fund also has an equal revenue source [330 - Inter Governmental Revenues]. Any future programs administered with these funds are budgeted here.

Division: 41260 - Youth Council					
510 - Personnel Services	\$ 6,080	\$ 5,849	\$ 6,175	\$ 6,500	\$ 6,600
630 - Operational Expenses	\$ 246	\$ —	\$ 328	\$ 290	\$ 300
660 - Miscellaneous Expenses	\$ 10,310	\$ 12,633	\$ 8,628	\$ 13,050	\$ 13,100
Total Division: 41260 - Youth Council:	\$ 16,636	\$ 18,482	\$ 15,131	\$ 19,840	\$ 20,000

Division: 41270 - Public Relations					
510 - Personnel Services	\$ 87,892	\$ 90,764	\$ 96,974	\$ 109,700	\$ 136,000
610 - General & Contracted Services	\$ 24,798	\$ 32,478	\$ 29,889	\$ 32,460	\$ 83,200
620 - Travel	\$ 368	\$ —	\$ —	\$ 430	\$ 300
630 - Operational Expenses	\$ 8,866	\$ (7,734)	\$ 259	\$ 13,380	\$ (100)
Total Division: 41270 - Public Relations:	\$ 121,924	\$ 115,508	\$ 127,122	\$ 155,970	\$ 219,400

Note: Operational Expenses is net of (\$32,500) budgeted as an interfund reimbursement (overhead allocation), in which there is a reduction to expenses for the administrative support to other funds. GASB Statement. No. 34, paragraph 112b(2).

Division: 41330 - Information Technology					
510 - Personnel Services	\$ 263,330	\$ 281,294	\$ 351,481	\$ 439,400	\$ 423,400
610 - General & Contracted Services	\$ 117,695	\$ 153,697	\$ 154,756	\$ 138,000	\$ 138,000
620 - Travel	\$ —	\$ 2,287	\$ —	\$ —	\$ 2,700
630 - Operational Expenses	\$ 192,625	\$ 146,218	\$ 247,959	\$ 174,550	\$ 147,570
640 - Operational Expenses - Public Services	\$ 4,908	\$ 6,153	\$ 5,424	\$ 9,000	\$ 9,000
Total Division: 41330 - Information Technology:	\$ 578,558	\$ 589,649	\$ 759,620	\$ 760,950	\$ 720,670

Note: Operational Expenses is net of (\$143,900) budgeted as an interfund reimbursement (overhead allocation), in which there is a reduction to expenses for the administrative support to other funds. GASB Statement. No. 34, paragraph 112b(2).

Division: 41340 - GIS					
510 - Personnel Services	\$ 172,375	\$ 153,588	\$ 182,655	\$ 206,100	\$ 190,700
610 - General & Contracted Services	\$ 83,472	\$ 80,647	\$ 101,790	\$ 103,260	\$ 112,060
620 - Travel	\$ 3,970	\$ 3,320	\$ 1,895	\$ 5,300	\$ 4,000
630 - Operational Expenses	\$ (29,251)	\$ (13,266)	\$ (41,640)	\$ (36,370)	\$ (37,300)
Total Division: 41340 - GIS:	230,567	224,289	244,699	278,290	269,460

Note: Operational Expenses is net of (\$52,500) budgeted as an interfund reimbursement (overhead allocation), in which there is a reduction to expenses for the administrative support to other funds. GASB Statement. No. 34, paragraph 112b(2).

Total Department: 4120 - Executive:	2,783,739	2,748,687	3,040,196	3,580,810	4,921,870
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GENERAL FUND DEPARTMENT/DIVISION SUMMARIES**Executive Department: City Manager Division**Function:

Administers the day-to-day operations of the City and its services.

Develop, present and implement the City's budgets, including signing contracts and legal matters. Ensures City government operations and functions effectively serve Draper City's residents.

The City Manager serves as the Chief Administrative Officer of the City and has direct responsibility for carrying out the policies, programs and ordinances determined by the City's elected officials.

Accomplishments:

- - Traverse Ridge Conservation Easement
 - Draper Recreation Center
 - Pluralsight development
 - General Plan completed
 - E/V charging stations installed
 - Two new baseball fields opened at Galena Park
 - Easter Bunny egg delivery to homes due to COVID-19

Goals:

- Prison redevelopment, in coordination with Prison Land Authority
- Work with property owners to find tenants for vacant stores
- New Dog Park



GENERAL FUND DEPARTMENT/DIVISION SUMMARIES**Executive Department: City Recorder Division**Function:

The Recorder's Office has the following responsibilities:

- City Council Meeting Agendas, Minutes, and Information
- Records Retention and Management
- Records Requests (GRAMA)
- Elections Officer
- Passport Services
- Legal Notices
- Cemetery Administration

Accomplishments:

- The Draper City Passport Office has been a great resource for the residents. On average, it processes 4,000 passport applications, takes 3,000 passport photos, and receives about \$175,000 in revenue for those services. Prior to COVID-19; the City was on track to record our highest year for passport revenues.
- The Recorder's Office also processed 44 Ordinances, 73 Resolutions, 205 Agreements, and handled 952 Records Requests (GRAMA). Records request were up over 30% from FY19.

Goals:

- The Recorder's Office is still working to convert the City records to an electronic format to make access easier for the employees and the public.
- This year the City worked to make our public meetings easier for residents to listen to, even when they aren't able to attend the meeting by allowing for live stream audio of the City Council, RDA, MBA, and Planning Commission meetings as well as our Boards and Commissions.
- Because of restrictions that have be put into place because of COVID-19, the Recorder's Office has been using Zoom to allow residents to participate in our public meetings from the comfort and safety of their home.



GENERAL FUND DEPARTMENT/DIVISION SUMMARIES**Executive Department: Legal Division**Function:

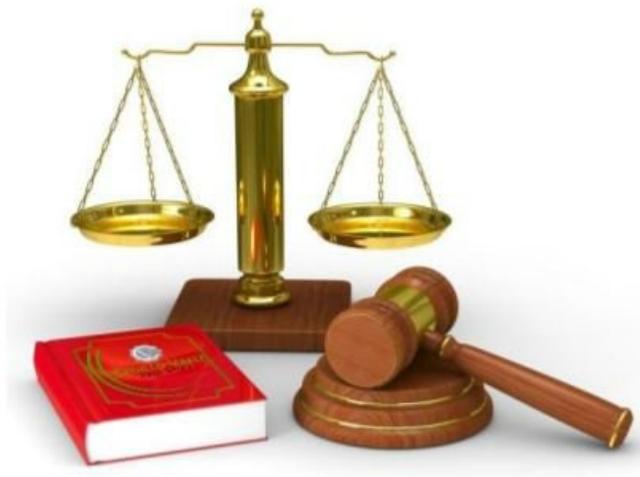
The Legal Department, under the direction of the City Attorney, administers the legal affairs of the City. The department consists of the City Attorney, the Legal Secretary and Paralegal. The department also oversees a contract with a law firm to provide prosecution services. The department duties include providing legal counsel to the Mayor and City Council, the City Manager, city boards and commissions and city officers in relation to their official duties; drafting and reviewing contracts; drafting and reviewing municipal ordinances; advising City departments on insurance and risk management issues; managing outside legal counsel; and managing or engaging in appellate advocacy before all State and Federal courts.

Accomplishments:

- Assist Human Resources in amending sections of the employee policy manual, including the harassment policy and incidental use of property policy
- Provide legal updates for the City Council, Planning Commission and Draper Police Department
- Coordinate litigation involving civil rights, eminent domain, and tort claims
- Provide Ethics and Open Meetings training for the City Council and Planning Commission
- Provide legal assistance to the Valley Police Alliance in coordinating law enforcement issues amongst law enforcement agencies in Salt Lake County.
- Maintain and track insurance renewals
- Provide legal advice at City Council and Planning Commission meetings

Goals:

- Continue to provide legal update training to City departments
- Continue ongoing revisions of the Draper City Municipal Code and Personnel Policies
- Develop risk management training and protocols for City departments to reduce claims and liability exposures



GENERAL FUND DEPARTMENT/DIVISION SUMMARIES

Executive Department: Public Relations Division

Function:

The Public Relations Division provides accurate information and timely news about the city to Draper residents, businesses, city employees and the media. The division manages the city’s branding, public outreach and promotion, media relations, social media, website, graphic design, city newsletter, and email campaigns. The division gathers information from various departments to inform the public on topics such as public meetings and recaps, road construction projects, business license renewals, youth council events, recycling, utilities, trails, recreation programs, COVID-19 updates and other key community issues.

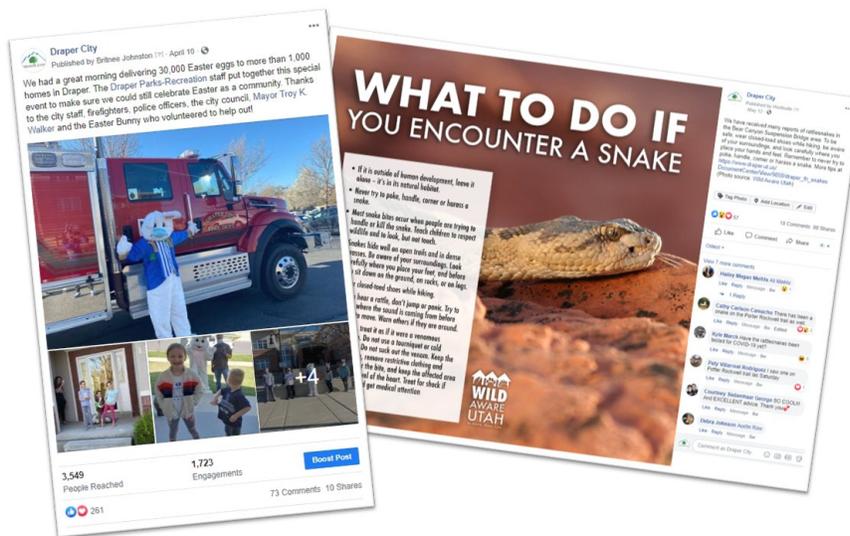
Accomplishments:

Half-Million Visits to Draper City Website

The city website (draper.ut.us) received 500,000 visits and 870,000 total pageviews in FY 2020. The most visited webpages besides the homepage were “Animals for Adoption”, “Form Center”, “Bear Canyon Suspension Bridge”, “Tree of Light Holiday Lights” and “Trails & Open Space.” There were 20,000 total searches on the website and an average visit duration of 2.12 minutes. The top searched keywords within the city website were “passports”, “jobs”, “splash pad”, “Draper Days” and “dogs.”

Increased Social Media Presence

The division increased the posting of quality content and graphics across all the city platforms: Facebook, Twitter, Instagram and LinkedIn. In addition, the division created a new YouTube channel to feature video messages from Mayor Walker. Facebook is the most engaged platform for Draper City with 500 posts made by the division in FY2020. The most popular Facebook post reached 17,400 people, while the average reach per post was 1,500 people. The top three posts that reached the most people were about rattlesnakes in the Bear Canyon Suspension Bridge area, the police department investigating an assault on Porter Rockwell trail, and the “Dough-Not” Idle Day at the local middle and high schools.



GENERAL FUND DEPARTMENT/DIVISION SUMMARIES

Executive Department: Public Relations Division Continued

Coordinated Proactive Positive Media Coverage

The division improved media relations and strategically pitched positive stories to local media. This resulted in news coverage on all major broadcast, print and radio stations for city initiatives and events. Coverage included topics such as COVID-19 antibody testing, Easter egg delivery to residents, and the Idle-Free Campaign.



New eNewsletter for Residents

Starting in September 2019, the division created a new monthly eNewsletter sent to 9,700 residents. The eNewsletter received an average open rate of 32% (2,500 opens) and 5% click-through rate (430 clicks). The new eNewsletter complements the printed Draper Forward newsletter that continues to be sent bi-monthly to more than 16,000 households in Draper.

Comprehensive Public Outreach for the Draper City General Plan

The division ensured residents had an opportunity to comment on the Draper City General Plan. During the public comment period from July 1 and August 31, the division conducted an in-depth survey of residents, provided an opportunity for comment via an online interactive map, and hosted three open houses promoted on social media, the city's website, city newsletters, and in the Draper Journal. Nearly 1,800 residents completed the city survey and submitted 200 comments online and at the open houses.

GENERAL FUND DEPARTMENT/DIVISION SUMMARIES

Executive Department: Public Relations Division Continued

COVID-19 Crisis Communication and Monitoring

The division played a key role in informing residents and businesses about the COVID-19 pandemic starting when Draper Mayor Walker issued a “Proclamation of Local Emergency” in March 2020. It continued to monitor the changes from the CDC and state guidelines and share updated information in a timely matter to local residents and businesses through the city website, social media and email. The division also created a new campaign for local businesses to inform them of new business resources, grants and programs, through weekly emails. The campaign also featured local businesses on the city’s social media to help promote business during the economic downturn.



DRAPER CITY UPDATE

Low-Risk "Yellow" Phase to Start May 16

The State of Utah announced that most cities in Salt Lake County, including Draper, will move to the Low-Risk "Yellow" Phase at 12:01 a.m. Saturday, May 16. The exceptions are Salt Lake City and West Valley City, which will remain in the Moderate-Risk "Orange" Phase. We expect our residents to take responsibility in following these guidelines.

[View the State's Low-Risk "Yellow" Guidelines](#)

Utah's Low Risk Phase
What does it mean and what can you do?

Moving to yellow
Utah's social distancing efforts to slow the spread of COVID-19 have been working. Forward progress must be made like flipping a switch, it is time to gradually return to a risk.

A color-coded health guidance system has been developed by the State of Utah to guide health behavior for individuals and businesses. Each level of the dial is guided by a rigorous measurement system which can be different by each region, county, city, or community.

In every phase, high-risk individuals operate under stricter instructions because they are more likely to suffer severe illness from COVID-19.

General guidelines for individuals:

- 50 or fewer:** Gathering in groups of 50 or fewer, maintaining social distancing.
- 6 feet:** Stay 6 feet away from others when outside the home.
- Face coverings:** wear when social distancing is difficult to maintain.
- Tempers:** Temperatures check before engaging in close contact or large groups.
- Limit:** Limit out-of-state travel.
- Sparking:** Sparking between immediate households, alternate schedules for smaller gatherings and stream services.

General guidelines for businesses:

- OPEN:** All businesses open and take reasonable precautions.
- Service:** Open to service open with appropriate social distancing and hygiene measures.
- Flexible work:** Encourage flexible work arrangements, follow hygiene guidelines, and continue social distancing in the workplace.

High Risk Individuals:

- Individuals who are more likely to suffer severe illness from COVID-19.
- Individuals who are more likely to spread COVID-19.
- Individuals who are more likely to be hospitalized or die from COVID-19.
- Individuals who are more likely to be in long-term care facilities.
- Individuals who are more likely to be in residential care facilities.
- Individuals who are more likely to be in correctional facilities.
- Individuals who are more likely to be in homeless shelters.
- Individuals who are more likely to be in substance use treatment facilities.
- Individuals who are more likely to be in mental health treatment facilities.
- Individuals who are more likely to be in nursing homes.
- Individuals who are more likely to be in assisted living facilities.
- Individuals who are more likely to be in residential care facilities.
- Individuals who are more likely to be in correctional facilities.
- Individuals who are more likely to be in homeless shelters.
- Individuals who are more likely to be in substance use treatment facilities.
- Individuals who are more likely to be in mental health treatment facilities.
- Individuals who are more likely to be in nursing homes.
- Individuals who are more likely to be in assisted living facilities.

Children:

- Children who are more likely to be hospitalized or die from COVID-19.
- Children who are more likely to be in long-term care facilities.
- Children who are more likely to be in residential care facilities.
- Children who are more likely to be in correctional facilities.
- Children who are more likely to be in homeless shelters.
- Children who are more likely to be in substance use treatment facilities.
- Children who are more likely to be in mental health treatment facilities.
- Children who are more likely to be in nursing homes.
- Children who are more likely to be in assisted living facilities.

Find detailed guidelines for individuals and businesses at [Coronavirus.Utah.gov](https://www.coronavirus.utah.gov)

GENERAL FUND DEPARTMENT/DIVISION SUMMARIES

Executive Department: Public Relations Division Continued

Successful Idle Free Education Campaign

A strategic communications plan was created for an Idle-Free Education Campaign. The four main strategies were to “Educate, Encourage, Energize, and Empower” students, teachers, residents, and businesses to reduce idling and improve air quality in the city. The division organized an assembly, press conference, handed out flyers, hosted a poster conference and conducted a parent survey. These efforts were in joint coordination with the local elementary, middle, and high schools.

Goals:

- **To improve the city’s strategic communications** by creating a long-term communications plan that focuses on key messages, audiences, goals, objectives, strategies and tactics.
- **To modernize the city’s identity** with a new consistent logo and branding, new photos reflecting the active lifestyle of Draper, and redesigning the website with a new layout and updated content.
- **To be proactive in highlighting the successes** and new initiatives of Draper City and inform residents and businesses of the work the city is doing for them.
- **To find opportunities to educate residents** about government functions and key issues in Draper City such as the role of city council, government terminology, land use, zoning, etc.



Photo: July 4, 1929 Parade

GENERAL FUND DEPARTMENT/DIVISION SUMMARIES**Executive Department: Information Technology Division**Function:

Information systems or information technology manages diverse technologies to communicate in a constantly connected world. The division consist of multi-gigabit, robust, redundant, secure systems that deliver data between all of the City departments, personnel, and the public. The division oversees the communication of 2000 devices spread over a fiber-based metropolitan campus which includes 19 locations throughout the City. The division is maintained by by 2 full-time staff members and a part-time contractor.

Accomplishments/Responsibilities:

- Maintain multi-layered data security, redundancy and disaster recovery.
- More than 60 virtual services, 300 desktop computers, 120 laptop computers and 540 cellular-based devices.
- Emergency operations center technology
- Police & fire technology
- Geographical information systems technology
- Physical security (surveillance and area access controls)
- Wired and wireless networking
- Zero downtime over the past decade and a half outside of planned maintenance windows.



Photo: Police car with various technology components maintained by the IT Department.

GENERAL FUND DEPARTMENT/DIVISION SUMMARIES

Executive Department: Geographic Information Systems (GIS) Division

Function:

The Geographic Information Systems (GIS) Division provides spatial data, analysis, mapping, and applications to City departments and citizens to improve efficiency, communication, and decision-making. This division collaborates with all departments and outside agencies to improve data accuracy and quality.

Accomplishments:

- Created an ArcGIS Explorer app for the Engineering Inspectors. This mobile app allows them to view maps with or without a data connection, search for and be directed to places and features, add and share notes and markups.
- Created a Dashboard for the Hydrant Inspection app. It displays real-time inspection stats in each fire zone.
- Assisted with 2019 General Plan update: calculated housing density of subdivisions in Suncrest and South Mountain to determine the residential land use designation (high, medium, low); reviewed recorded plats for Open Space designation and updated the land use map accordingly; created maps for open house events and city officials.
- Worked with Parks and Recreation to update all eleven kiosk maps at trailheads.
- Created new layers in GIS: curb and gutter, pavement markings, public utility easements, small cell antenna, cross connections, delineators, SWPPP maintenance agreements, SWPPP inspections layer, and a utility billing location layer for Elements.
- Created Collector apps for Public Works: Delineator Installations, Curb and Gutter Repairs, Culinary Water Inspections.



Components of a Geographic Information System

GENERAL FUND DEPARTMENT/DIVISION SUMMARIES

Executive Department: Geographic Information Systems (GIS) Division Continued

Goals:

- Replace legacy ArcReader apps with web GIS apps.
- Configure ArcGIS Urban for planners to display 3D visual and analytical representations of zoning code and measure the impact of proposed designs.
- Create an Enterprise Site for city staff to access data, maps, apps, training videos and more.
- Maintain accurate, reliable, up-to-date and complete GIS data.
- Create, maintain, and improve interactive web mapping applications for the City and citizens.
- Provide training and technical support on GIS software and applications to all departments.

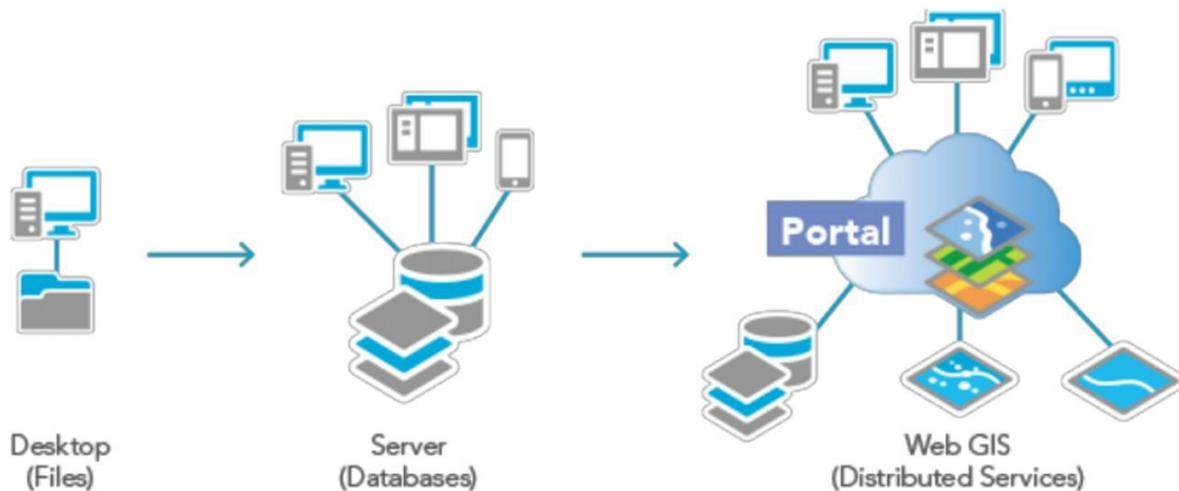


Figure 1: Evolution of GIS Software

GENERAL FUND DEPARTMENT/DIVISION SUMMARIES

Human Resources Department

	2017-2018 Total Activity	2018-2019 Total Activity	2019-2020 YTD Activity	2019-2020 Final Budget	2020-2021 Adopted Annual Budget
Department: 4131 - Human Resources					
Division: 41310 - Human Resources					
510 - Personnel Services	\$ 226,816	\$ 259,272	\$ 270,479	\$ 244,600	\$ 253,300
610 - General & Contracted Services	\$ 36,883	\$ 61,287	\$ 18,301	\$ 36,550	\$ 35,550
620 - Travel	\$ 39	\$ 1,625	\$ —	\$ 2,400	\$ 2,400
630 - Operational Expenses	\$ 1,043	\$ (1,589)	\$ (6,015)	\$ 29,970	\$ 21,920
660 - Miscellaneous Expenses	\$ —	\$ —	\$ —	\$ 20,000	\$ 20,000
Total Division: 41310 - Human Resources:	\$ 264,781	\$ 320,594	\$ 282,764	\$ 333,520	\$ 333,170
Total Department: 4131 - Human Resources:	\$ 264,781	\$ 320,594	\$ 282,764	\$ 333,520	\$ 333,170

Note: Operational Expenses is net of (\$66,900) budgeted as an interfund reimbursement (overhead allocation), in which there is a reduction to expenses for the administrative support to other funds. GASB Statement. No. 34, paragraph 112b(2).

Function:

The Human Resources Department provides City-wide support of personnel and benefits for all departments and employees. This support includes: recruitment, application processing, background investigations, drug testing, policy development, benefit administration, research and compliance with state and federal laws, investigation and dispute resolution, recognition programs, classification and compensation maintenance, and several in-house training programs.

Draper City currently has a total of 382 employees: 219 full-time, 136 part-time, and 27 seasonal.



Accomplishments:

- Received and processed 1,598 job applications. Hired 105 employees. Processed 98 employee separations.
- Introduced a new performance appraisal system titled Annual Employee Discussion and Development Plan. All full and part time employees met with their supervisors to discuss performance and set goals for the year.
- Streamlined the onboarding process for new hires with online paperwork and digital signatures.
- Provided an on-site flu clinic, hepatitis A clinic, and Healthy Utah biometric screening for employees.
- Monitored over 400 criminal background checks for volunteer coaches in the Recreation Division.
- Conducted training for all city employees on avoiding harassment in the workplace.
- Completed mandatory DOT random drug testing for CDL holders, and random drug testing for safety sensitive employees.
- Enrolled in the newly created Federal Drug & Alcohol Clearinghouse for CDL holders.

GENERAL FUND DEPARTMENT/DIVISION SUMMARIES**Human Resources Department - Continued**Continued Accomplishments:

- Conducted salary surveys for city positions using the TechNet database. Participated in several benefit and salary surveys conducted by other agencies.
- Presented resolutions to the City Council including the appointment of several key positions, and updates to the Employee Personnel Policy Handbook.
- Hosted URS retirement and Medicare regional meetings at City Hall.
- Hosted URS educational meeting for new Tier II employees and facilitated one-on-one financial counseling with URS consultants.
- Submitted and managed workers compensation claims. Completed the OSHA 300 log and accompanying forms. Initiated a safety assessment where potential risks were noted and then resolved.

Goals:

- Continue to update and revise the Personnel Policy Handbook to ensure compliance with federal and state laws and to clarify and improve the administration of personnel related matters.
- Provide improved comprehensive training for new hires. Follow up with new hires at 2 weeks and 3 months to assist with their training and feeling part of the organization.
- Conduct an annual wage study to ensure the city remains competitive in the labor market.
- Implement a supervisor essentials training curriculum.
- Provide training and information for employees on using health insurance benefits cost effectively to keep costs down for employees and positively affect the City's renewal rate. Provide health and fitness incentives to employees to promote healthy lifestyles.



GENERAL FUND DEPARTMENT/DIVISION SUMMARIES

Finance Department

	2017-2018 Total Activity	2018-2019 Total Activity	2019-2020 YTD Activity	2019-2020 Final Budget	2020-2021 Adopted Annual Budget
Department: 4132 - Finance					
Division: 41320 - Finance					
510 - Personnel Services	\$ 700,581	\$ 727,856	\$ 773,777	\$ 790,100	\$ 812,600
610 - General & Contracted Services	\$ 128,067	\$ 130,795	\$ 97,645	\$ 150,200	\$ 158,900
620 - Travel	\$ 5,291	\$ 7,563	\$ 2,312	\$ 10,070	\$ 7,600
630 - Operational Expenses	\$ (99,875)	\$ (115,286)	\$ (129,112)	\$ (119,410)	\$ (134,900)
670 - Capital Outlay	\$ 7,115	\$ —	\$ —	\$ —	\$ —
Total Division: 41320 - Finance:	\$ 741,179	\$ 750,928	\$ 744,623	\$ 830,960	\$ 844,200
Total Department: 4131 - Finance:	\$ 741,179	\$ 750,928	\$ 744,623	\$ 830,960	\$ 844,200

Note: Operational Expenses is net of (\$170,600) budgeted as an interfund reimbursement (overhead allocation), in which there is a reduction to expenses for the administrative support to other funds. GASB Statement. No. 34, paragraph 112b(2).

Function:

The Finance Department provides support for the City of Draper’s citizens, Elected Officials and City departments including Executive, Community Development, Parks & Recreation, Public Works and Public Safety departments and their employees. The Department’s primary objective is to ensure that sufficient fiscal resources are available to meet the goals and objectives as identified by the City Council. It does this by providing timely and accurate financial reporting and by ensuring compliance with the City’s policies and procedures.

Accomplishments:

- In conjunction with the City Manager, prepared the FY21 annual budget and submitted it to the City Council for approval June 2020.
- Assisted in the development of a financial plan ensure sustainability during the COVID-19 crisis.
- Prepared the Annual Comprehensive Financial Report (CAFR) for FY19 Dec. 2019
- Reviewed all purchases in the City to verify compliance with current procurement code.
- Processed 3,500 accounts payable checks and purchase orders.
- Over 80% of all utility accounts were paid electronically during FY20.

Goals:

- Prepare and submit an annual balanced budget for City Council approval each June.
- Evaluate City financial policies and modify or create new policies as needed.
- Establish a more formal internal control function and audit committee by the end of 2020.
- Complete FY2020 audit and prepare the Consolidated Annual Financial Report (CAFR), and present to City Council by December 2020.
- Present and publish a Popular Annual Financial Report (PAFR) December 2020.

GENERAL FUND DEPARTMENT/DIVISION SUMMARIES

Facilities Administration Department

	2017-2018 Total Activity	2018-2019 Total Activity	2019-2020 YTD Activity	2019-2020 Final Budget	2020-2021 Adopted Annual Budget
Department: 4140 - Facilities					
Division: 41410 - Facilities Administration					
510 - Personnel Services	\$ 345,215	\$ 351,105	\$ 379,885	\$ 415,200	\$ 421,800
610 - General & Contracted Services	\$ 286,612	\$ 245,659	\$ 251,882	\$ 351,720	\$ 351,800
630 - Operational Expenses	\$ (114,866)	\$ (126,886)	\$ (132,704)	\$ (119,960)	\$ (147,700)
640 - Operational Expenses - Public Services	\$ 228,101	\$ 269,464	\$ 223,597	\$ 255,650	\$ 278,650
670 - Capital Outlay	\$ —	\$ 5,449	\$ —	\$ —	\$ —
Total Division: 41410 - Facilities Administration:	745,062	744,791	722,660	902,610	904,550
Total Department: 4140 - Facilities:	745,062	744,791	722,660	902,610	904,550

Note: Operational Expenses is net of (\$179,900) budgeted as an interfund reimbursement (overhead allocation), in which there is a reduction to expenses for the administrative support to other funds. GASB Statement. No. 34, paragraph 112b(2).

Function:

Responsible for remodeling, repairs, cleaning and general maintenance for all Draper City own buildings. This includes electrical, plumbing and HVAC systems. The department ensures all systems function safely and in the manner in which they were designed. The public works director oversees the facilities department. The facilities manager leads the daily operations of the facilities department.

Accomplishments:

- New carpet in most parts of city hall.
- Redesigned and replaced fire station #23 HVAC systems
- Finished the majority of city hall LED conversion
- Built a new fitness center in the police wing of city hall



Photo: Fire Station #23 HVAC System

GENERAL FUND DEPARTMENT/DIVISION SUMMARIES

Facilities Administration Department - Continued

Goals:

- Improvement efficiencies throughout all buildings
- Coordinate an array of improvements to the future location of the Recreation Department located at 12350 S. 800 E.



Photo: Future Recreation Department 12350 S. 800 E.

A few of the buildings that are maintained by the Facilities Department include:

- Draper City Hall and Police Department wing
- Fire Stations #22, #23 and #24
- Public works building
- Parks building
- Animal shelter
- Sorenson home
- Amphitheater
- Day barn
- Draper storage facility
- Gustavenson home
- Pixton home
- Recreation building

GENERAL FUND DEPARTMENT/DIVISION SUMMARIES

Non-Departmental Department

	2017-2018 Total Activity	2018-2019 Total Activity	2019-2020 YTD Activity	2019-2020 Final Budget	2020-2021 Adopted Annual Budget
Department: 4150 - Non-Departmental					
Division: 41510 - Non-Departmental					
510 - Personnel Services	\$ —	\$ 1	\$ —	\$ —	\$ —
610 - General & Contracted Services	\$ 138,414	\$ 160,670	\$ 145,757	\$ 169,000	\$ 175,000
630 - Operational Expenses	\$ 16,064	\$ 15,850	\$ 28,395	\$ 39,000	\$ 39,100
660 - Miscellaneous Expenses	\$ 214,918	\$ 209,403	\$ 200,788	\$ 216,500	\$ 210,000
670 - Capital Outlay	\$ 2,487	\$ 3,182	\$ —	\$ 48,000	\$ —
Total Division: 41510 - Non-Departmental:	\$ 371,883	\$ 389,106	\$ 374,941	\$ 472,500	\$ 424,100

Note: Operational Expenses is net of (\$37,900) budgeted as an interfund reimbursement (overhead allocation), in which there is a reduction to expenses for the administrative support to other funds. GASB Statement. No. 34, paragraph 112b(2).

Division: 41520 - Emergency Operations

510 - Personnel Services	\$ 21,496	\$ 21,078	\$ 50	\$ 28,500	\$ —
610 - General & Contracted Services	\$ 733	\$ 819	\$ 199	\$ 9,370	\$ —
620 - Travel	\$ 240	\$ —	\$ —	\$ 600	\$ —
630 - Operational Expenses	\$ 6,406	\$ 3,167	\$ 771	\$ 3,180	\$ —
640 - Operational Expenses - Public Services	\$ 8,892	\$ 4,514	\$ 1,573	\$ 6,800	\$ —
Total Division: 41520 - Emergency Operations:	\$ 37,766	\$ 29,578	\$ 2,593	\$ 48,450	\$ —
Total Department: 4150 - Non-Departmental:	\$ 409,649	\$ 418,684	\$ 377,534	\$ 520,950	\$ 424,100

Note: A new division was created under the Fire Department as: Emergency Management - 42340. This new division will replace the 41520 Emergency Operations division in the FY21 budget.

Function: The Non-Departmental Department serves the City by having a place to charge items that don't fall under any other city department. This things include items like Internet, general postage an other mail processing machines, certain information technology supplies. The City also budgets contributions to outside entities in which the City has special interest such as the Draper Foundation and the Draper Chamber of Commerce.



Photo: This is the Fitzgerald home where the Draper Chamber of Commerce is located.

GENERAL FUND DEPARTMENT/DIVISION SUMMARIES

Judicial Department

	2017-2018 Total Activity	2018-2019 Total Activity	2019-2020 YTD Activity	2019-2020 Final Budget	2020-2021 Adopted Annual Budget
Department: 4210 - Judicial					
Division: 42110 - Justice Court					
510 - Personnel Services	\$ 466,228	\$ 489,755	\$ 505,156	\$ 516,700	\$ 523,600
610 - General & Contracted Services	\$ 92,754	\$ 81,795	\$ 69,862	\$ 83,000	\$ 91,100
620 - Travel	\$ 2,899	\$ 2,990	\$ 1,151	\$ 4,400	\$ 3,300
630 - Operational Expenses	\$ 16,802	\$ 20,146	\$ 19,031	\$ 28,800	\$ 27,700
640 - Operational Expenses - Public Services	\$ —	\$ 3,741	\$ —	\$ —	\$ —
670 - Capital Outlay	\$ 12,258	\$ —	\$ —	\$ —	\$ —
Total Division: 42110 - Justice Court:	\$ 590,941	\$ 598,428	\$ 595,200	\$ 632,900	\$ 645,700
Total Department: 4210 - Judicial:	\$ 590,941	\$ 598,428	\$ 595,200	\$ 632,900	\$ 645,700

Mission Statement:

Draper Justice Court and its staff subscribes to the Utah State Justice Court Mission Statement:

The purpose of Justice Courts in Utah is to provide the people an open, fair, efficient and independent system for the advancement of justice under the law and improve the quality of life in our community.



Function:

The Draper City Justice Court handles all Class “B” and Class “C” misdemeanors and infractions occurring within the corporate limits of Draper City. The court also hears small claims matters which arise in Draper City. The jurisdictional limit for small claims is \$11,000.00. Court is held on a regular basis on Tuesday, Thursday and other days as are necessary.

Accomplishments:

- Remodeled the court clerk offices while continuing to keep up with cases
- Implemented video court hearings for all defendants (due to COVID-19).
- Added a new court supervisor position
- Implemented State Jury selection processes.
- Processes 7,000 to 8,000 cases annually.
- Collects over \$1,000,000 in fees annually.
- Implemented video court hearings with inmates incarcerated at jails.

GENERAL FUND DEPARTMENT/DIVISION SUMMARIES**Judicial Department Continued**Goals:

- Continue to meet and exceed state disposition standards.
- Maintain level of service to the public.
- Implement electronic mailing for jury qualifications.

Court Staffing and Duties:

Justice Court Judge handles the various court cases, legal situations and complaints that arise involving the judicial system.

City Prosecutor investigates, screens and prosecutes all potential violations of City ordinances. Class A misdemeanors are prosecuted in third district court. Class B and class C misdemeanors and infractions are prosecuted in the justice court. City prosecutors are contracted.

Public Defenders are assigned, when requested by defendants, who meet the qualification guidelines, to help the defendants present their cases to the court. Public defenders are contracted.

Court Manager provides supervision for court employees, administers the financial needs of the court and is the liaison with state, city, prosecutors, public defenders and bailiffs.

Court Clerks perform a variety of complex clerical and receptionist duties as required to expedite the processing of court cases assigned to the justice court.

Bailiffs are responsible for the safety of the court and to maintain order in the court. This service is contracted to provide two bailiffs per session, working 16 to 32 hours per week and transport prisoners on an as needed basis.





GENERAL FUND DEPARTMENT/DIVISION SUMMARIES

Police Department

	2017-2018 Total Activity	2018-2019 Total Activity	2019-2020 YTD Activity	2019-2020 Final Budget	2020-2021 Adopted Annual Budget
Department: 4220 - Police					
Division: 42210 - Police Administration					
510 - Personnel Services	\$ 539,053	\$ 586,653	\$ 648,404	\$ 779,400	\$ 760,300
610 - General & Contracted Services	\$ 298,203	\$ 405,208	\$ 392,852	\$ 382,450	\$ 385,650
620 - Travel	\$ 10,613	\$ 8,079	\$ 10,783	\$ 10,600	\$ 14,700
630 - Operational Expenses	\$ 105,831	\$ 119,579	\$ 181,586	\$ 213,680	\$ 217,580
640 - Operational Expenses - Public Services	\$ 151,624	\$ 174,214	\$ 139,050	\$ 209,000	\$ 206,000
660 - Miscellaneous Expenses	\$ 2,715	\$ 2,302	\$ 1,611	\$ 3,500	\$ 3,500
670 - Capital Outlay	\$ —	\$ —	\$ 14,891	\$ 15,000	\$ —
Total Division: 42210 - Police Administration:	\$ 1,108,040	\$ 1,296,035	\$ 1,389,176	\$ 1,613,630	\$ 1,587,730
Division: 42220 - Patrol					
510 - Personnel Services	\$ 3,491,775	\$ 4,052,570	\$ 4,418,484	\$ 4,191,300	\$ 4,118,600
610 - General & Contracted Services	\$ 55,488	\$ 4,245	\$ —	\$ —	\$ —
620 - Travel	\$ 1,155	\$ 1,691	\$ 309	\$ 7,300	\$ 5,500
630 - Operational Expenses	\$ 153,087	\$ 144,620	\$ 80,739	\$ 92,840	\$ 159,400
640 - Operational Expenses - Public Services	\$ 25,781	\$ 47	\$ 10,475	\$ 19,000	\$ 18,600
Total Division: 42220 - Patrol:	\$ 3,727,285	\$ 4,203,172	\$ 4,510,007	\$ 4,310,440	\$ 4,302,100
Division: 42240 - Investigations					
510 - Personnel Services	\$ 737,844	\$ 576,677	\$ 781,777	\$ 1,149,100	\$ 1,223,500
610 - General & Contracted Services	\$ 11,899	\$ 720	\$ —	\$ —	\$ —
620 - Travel	\$ 4,853	\$ 2,804	\$ 816	\$ 7,000	\$ 5,300
630 - Operational Expenses	\$ 37,827	\$ 32,682	\$ 33,300	\$ 31,020	\$ 31,000
640 - Operational Expenses - Public Services	\$ 6,046	\$ 4,007	\$ 4,656	\$ 7,200	\$ 7,200
Total Division: 42240 - Investigations:	\$ 798,469	\$ 616,889	\$ 820,548	\$ 1,194,320	\$ 1,267,000
Division: 42250 - Support Services					
510 - Personnel Services	\$ 205,593	\$ 244,671	\$ 288,950	\$ 248,800	\$ 278,800
610 - General & Contracted Services	\$ 1,093	\$ 83	\$ —	\$ —	\$ —
620 - Travel	\$ 553	\$ 197	\$ 1,569	\$ 1,350	\$ 5,050
630 - Operational Expenses	\$ 6,081	\$ 3,756	\$ 4,986	\$ 4,960	\$ 4,620
640 - Operational Expenses - Public Services	\$ 6,012	\$ 127	\$ —	\$ —	\$ —
Total Division: 42250 - Support Services:	\$ 219,332	\$ 248,833	\$ 295,505	\$ 255,110	\$ 288,470
Division: 42260 - Animal Services					
510 - Personnel Services	\$ 179,802	\$ 211,239	\$ 213,625	\$ 231,900	\$ 224,600
610 - General & Contracted Services	\$ 4,288	\$ 5,294	\$ 13,338	\$ 24,300	\$ 26,300
620 - Travel	\$ 1,607	\$ 4,344	\$ 2,572	\$ 2,700	\$ 2,800
630 - Operational Expenses	\$ 13,286	\$ 20,529	\$ 15,683	\$ 23,390	\$ 22,900
640 - Operational Expenses - Public Services	\$ 10,854	\$ 11,394	\$ 12,932	\$ 14,000	\$ 15,200
Total Division: 42260 - Animal Services:	209,837	252,800	258,150	296,290	291,800
Total Department: 4220 - Police:	6,062,963	6,617,729	7,273,387	7,669,790	7,737,100

Function:

Draper City Police Department has some of the finest offices in the Salt Lake Valley. Each officer endeavors to include community members to identify and resolve concerns. As a department, we continually work on building trusting relationships, creating strong collaboration, and developing mutual respect. As proud members of the Draper community, we are dedicated to enforcing the laws in a professional, transparent manner. We proudly share community values and consider it a privilege to work in and serve this great community.

Accomplishments:

During the 2019/2020 fiscal year the Police Department accomplished the following:

- Responded to 23,799 calls for service and generated 13412 case reports
- Issued 3,020 criminal citations which includes traffic enforcement
- Made 719 arrests. Used force 22 times in making the arrests. Hands-on force was used in all these arrests; no other weapon or less-lethal tool was used
- Participated in over 18 community events.
- Restructured our pay scale to help with recruitment and retention
- Implemented a new records management and cad dispatch system
- Started planning for a volunteers in policing program (VIPS)



Inaugural VIPS Members



Top Secret Project – Community Event



GENERAL FUND DEPARTMENT/DIVISION SUMMARIES**Police Department Continued**Goals 2020 - 2021:

The main focus is to continue making progress in completing what has been outlined in our Five-Year Strategic Plan. This includes employee development, community partnerships, and reduction in crime. Specifically we will work on the following goals:

Employee development

- Increase the number of sworn officers
- Create school resource unit
- Convert part-time evidence tech to full time
- Work to develop a mentoring program
- Complete annual compensation evaluation

Community partnership

- Continue to refine the VIPS
- Continue to participate in community events
- Create more opportunities to communicate with the public
- Redesign Police Department web page

Reduction in crime

- Work to develop more comprehensive crime data
- Implement data-driven proactive patrols
- Refine and continue to learn new RMS and CAD system

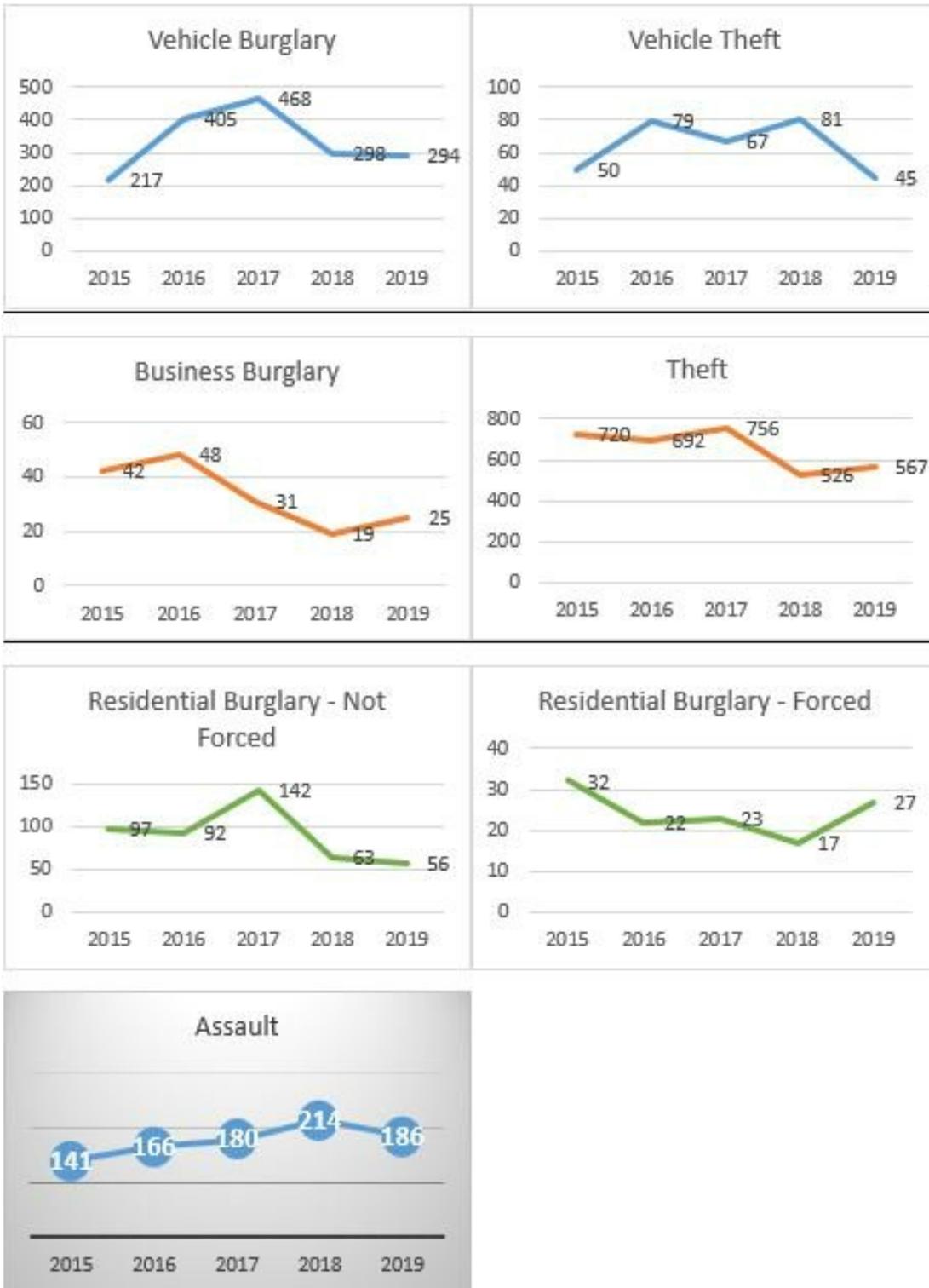
DRAPER CITY
POLICE DEPARTMENT**HEXAGON**
SAFETY & INFRASTRUCTURE

GENERAL FUND DEPARTMENT/DIVISION SUMMARIES

Police Department Continued

2019 - 2020 Crime Statistics

Draper City still has some of the lowest crime in the Salt Lake Valley. Property crime continues to account for the vast majority of our crime while violent crime remains very low.

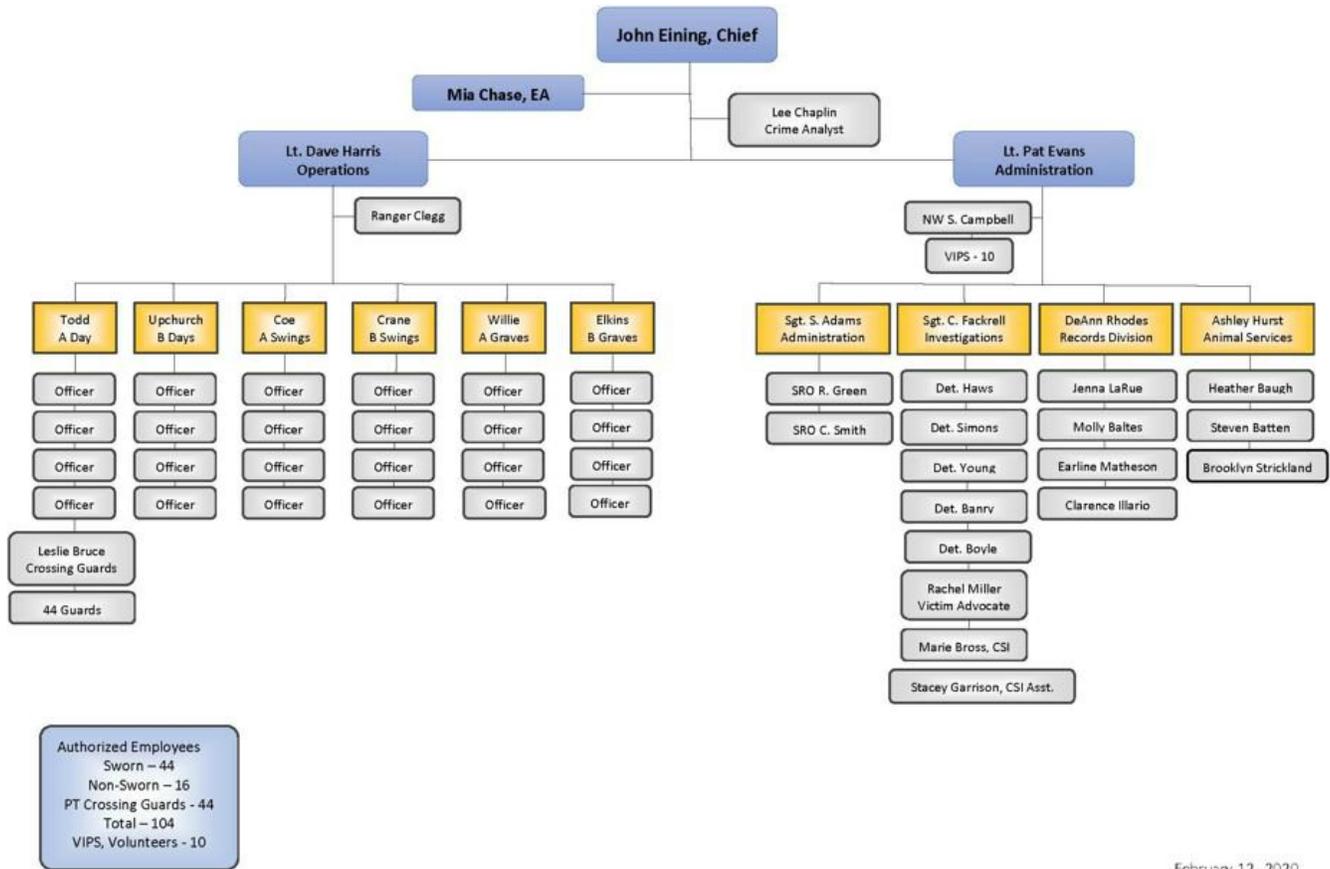


GENERAL FUND DEPARTMENT/DIVISION SUMMARIES

Police Department Continued

Organization

Following is our current organization chart for fiscal year 2019/2020



Authorized Employees
Sworn – 44
Non-Sworn – 16
PT Crossing Guards - 44
Total – 104
VIPS, Volunteers - 10

February 12, 2020



GENERAL FUND DEPARTMENT/DIVISION SUMMARIES

Fire Department

	2017-2018 Total Activity	2018-2019 Total Activity	2019-2020 YTD Activity	2019-2020 Final Budget	2020-2021 Adopted Annual Budget
Department: 4230 - Fire					
Division: 42310 - Fire Administration					
510 - Personnel Services	\$ 558,599	\$ 599,549	\$ 784,234	\$ 795,100	\$ 483,200
610 - General & Contracted Services	\$ 107,896	\$ 100,676	\$ 119,332	\$ 122,130	\$ 124,520
620 - Travel	\$ 7,928	\$ 10,740	\$ 5,336	\$ 13,110	\$ 9,290
630 - Operational Expenses	\$ 133,536	\$ 28,611	\$ 43,532	\$ 56,330	\$ 56,320
640 - Operational Expenses - Public Services	\$ 87,552	\$ 9,434	\$ 9,533	\$ 14,000	\$ 17,500
670 - Capital Outlay	\$ 44,593	\$ —	\$ —	\$ —	\$ —
Total Division: 42310 - Fire Administration:	\$ 940,102	\$ 749,010	\$ 961,966	\$ 1,000,670	\$ 690,830
Division: 42320 - Fire Prevention					
510 - Personnel Services	\$ 115,040	\$ 193,711	\$ 213,717	\$ 215,000	\$ 221,400
610 - General & Contracted Services	\$ —	\$ 1,549	\$ 7,018	\$ 12,720	\$ 11,410
620 - Travel	\$ 642	\$ 1,742	\$ 1,499	\$ 3,540	\$ 3,110
630 - Operational Expenses	\$ 10,474	\$ 16,632	\$ 9,948	\$ 13,040	\$ 13,850
640 - Operational Expenses - Public Services	\$ —	\$ 4,418	\$ 4,521	\$ 6,000	\$ 8,500
Total Division: 42320 - Fire Prevention:	\$ 126,157	\$ 218,053	\$ 236,704	\$ 250,300	\$ 258,270
Division: 42330 - Fire Operations					
510 - Personnel Services	\$ 2,993,758	\$ 2,641,210	\$ 2,616,232	\$ 2,668,800	\$ 3,122,500
610 - General & Contracted Services	\$ 6,232	\$ 42,428	\$ 22,150	\$ 27,530	\$ 25,690
620 - Travel	\$ 5,146	\$ 6,472	\$ 2,410	\$ 10,350	\$ 7,920
630 - Operational Expenses	\$ 439,210	\$ 128,338	\$ 164,096	\$ 177,250	\$ 112,700
640 - Operational Expenses - Public Services	\$ 6,527	\$ 83,291	\$ 62,338	\$ 91,500	\$ 100,000
670 - Capital Outlay	\$ 1,907,137	\$ 37,997	\$ 158,943	\$ 158,950	\$ —
Total Division: 42330 - Fire Operations:	\$ 5,358,010	\$ 2,939,736	\$ 3,026,169	\$ 3,134,380	\$ 3,368,810
Division: 42340 - Emergency Management					
610 - General & Contracted Services	\$ —	\$ —	\$ —	\$ —	\$ 11,260
620 - Travel	\$ —	\$ —	\$ —	\$ —	\$ 420
630 - Operational Expenses	\$ —	\$ —	\$ —	\$ —	\$ 3,350
640 - Operational Expenses - Public Services	\$ —	\$ —	\$ 1,743	\$ —	\$ 3,570
Total Division: 42340 - Emergency Management:	\$ —	\$ —	\$ 1,743	\$ —	\$ 18,600
Total Department: 4230 - Fire:	\$ 6,424,270	\$ 3,906,799	\$ 4,226,582	\$ 4,385,350	\$ 4,336,510

GENERAL FUND DEPARTMENT/DIVISION SUMMARIES

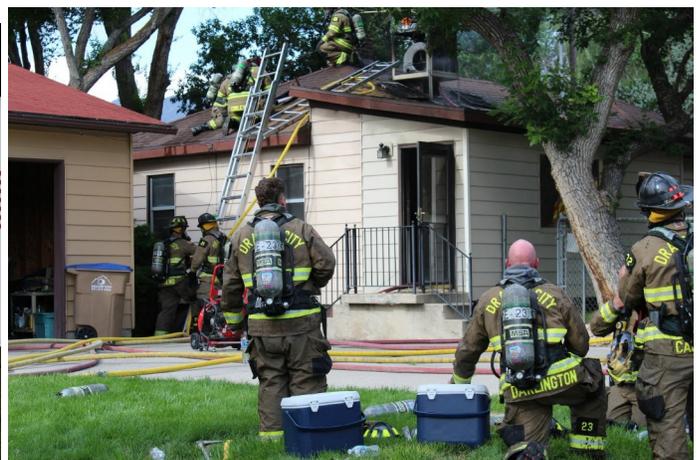
Fire Department Continued

Function:

Draper City Fire Department is responsible for providing quality and innovative fire and emergency medical services to the residents of Draper City. Services delivered in the areas of fire suppression, emergency medical treatment and ambulance transport, fire prevention and education, fire inspection services, arson investigations, and Wild land Urban Interface planning and mitigation will be accomplished while adhering to our Core Values of integrity, accountability, teamwork, community, and professionalism.

Mission:

To provide the highest level of fire and emergency medical services to the Draper community, citizens, and patrons. The firefighters are sworn to serve and protect lives and property through public education, fire prevention, fire suppression and emergency medical services, provided by highly trained, educated and dedicated personnel.



GENERAL FUND DEPARTMENT/DIVISION SUMMARIES

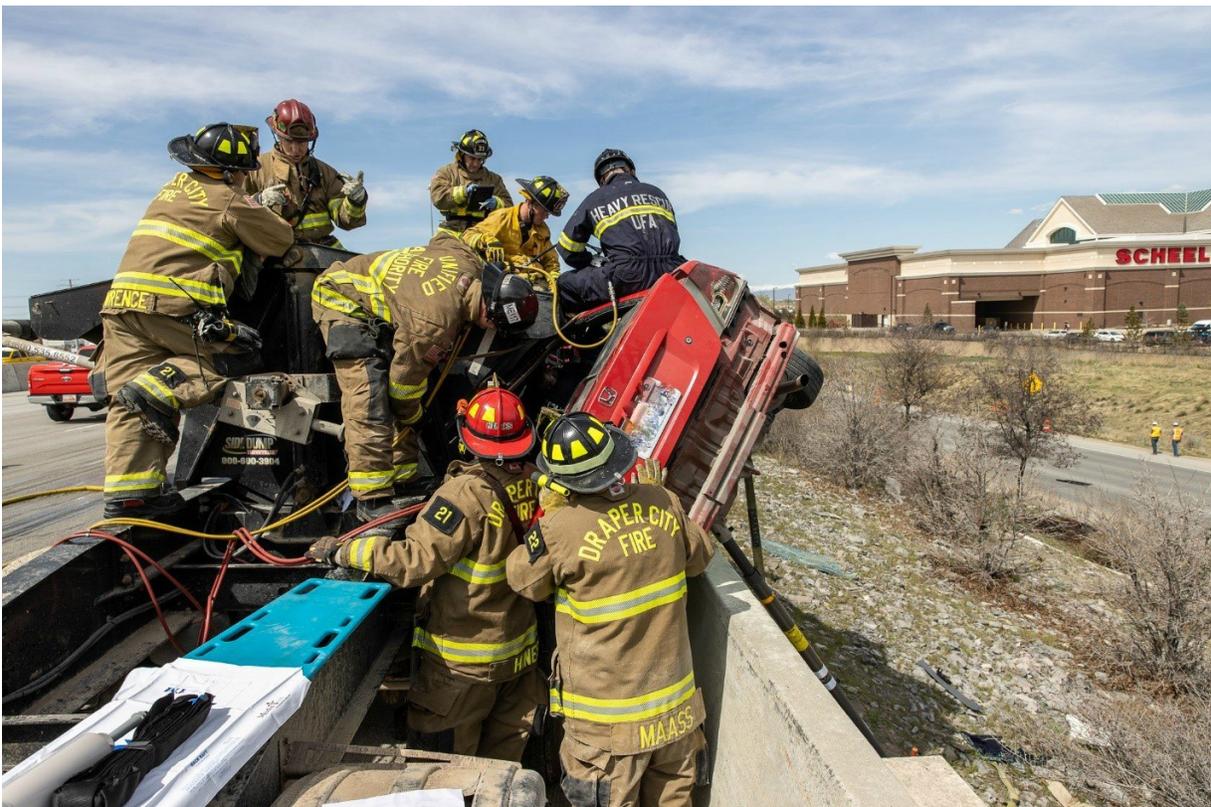
Fire Department Continued

Accomplishments:

- Filled the new Deputy Fire Chief position and transitioned the 3 Battalion Chiefs to Operations.
- Implemented the new First Due and Community Connect programs for Pre-planning and response.
- Increased our apparatus depth by acquiring a used aerial apparatus and completing a remount of our reserve ambulance.
- Implemented a new Seasonal Fuels Program comprised of 4 individuals for fuels mitigation, assessments, and Initial Fire Attack.
- Participated in 4 Wildland Deployments: 3 to California and 1 in-state.
- Completed the Pilot delivery of the Draper City Fire Department Citizens Academy.
- Began the process of creating a comprehensive Strategic Plan for the Fire Department and administered surveys to Stakeholders, Employees, Businesses, and Residents for input.

Goals:

- Completion of the Utah Outdoor Recreation Grant requirements.
- Facilitate the consolidation of all reserve apparatus and equipment to the new Logistics facility for better management and tracking.
- Implement the Career Cert program for efficient tracking and delivery of required medical certification training hours.
- Complete the development of the comprehensive Fire Department Strategic Plan .





GENERAL FUND DEPARTMENT/DIVISION SUMMARIES

Public Works Department

	2017-2018 Total Activity	2018-2019 Total Activity	2019-2020 YTD Activity	2019-2020 Final Budget	2020-2021 Adopted Annual Budget
Department: 4310 - Public Works					
Division: 43110 - Public Works Administration					
510 - Personnel Services	\$ 501,934	\$ 466,522	\$ 629,728	\$ 635,800	\$ 687,000
610 - General & Contracted Services	\$ 2,171	\$ 3,242	\$ 3,194	\$ 4,260	\$ 4,220
620 - Travel	\$ 1,712	\$ 660	\$ 1,388	\$ 4,540	\$ 3,020
630 - Operational Expenses	\$ (67,494)	\$ (64,999)	\$ (97,694)	\$ (91,810)	\$ (70,250)
640 - Operational Expenses - Public Services	\$ 1,124	\$ 1,124	\$ 1,139	\$ 3,500	\$ 3,500
Total Division: 43110 - Public Works Administration:	\$ 439,447	\$ 406,550	\$ 537,755	\$ 556,290	\$ 627,490

Note: Operational Expenses is net of (\$92,000) budgeted as an interfund reimbursement (overhead allocation), in which there is a reduction to expenses for the administrative support to other funds. GASB Statement. No. 34, paragraph 112b(2).

Division: 43120 - Engineering					
510 - Personnel Services	\$ 1,252,688	\$ 1,336,658	\$ 1,215,349	\$ 1,224,200	\$ 1,277,300
610 - General & Contracted Services	\$ 184,394	\$ 113,486	\$ 83,303	\$ 152,140	\$ 153,350
620 - Travel	\$ 4,866	\$ 3,712	\$ 1,243	\$ 7,980	\$ 6,200
630 - Operational Expenses	\$ (177,471)	\$ (204,191)	\$ (196,292)	\$ (179,050)	\$ (227,450)
640 - Operational Expenses - Public Services	\$ 9,842	\$ 11,622	\$ 8,402	\$ 18,000	\$ 18,000
670 - Capital Outlay	\$ —	\$ 5,190	\$ —	\$ —	\$ —
Total Division: 43120 - Engineering:	\$ 1,274,319	\$ 1,266,477	\$ 1,112,005	\$ 1,223,270	\$ 1,227,400

Note: Operational Expenses is net of (\$282,600) budgeted as an interfund reimbursement (overhead allocation), in which there is a reduction to expenses for the administrative support to other funds. GASB Statement. No. 34, paragraph 112b(2).

Division: 43130 - Streets					
510 - Personnel Services	\$ 719,564	\$ 800,312	\$ 806,229	\$ 743,580	\$ 759,500
610 - General & Contracted Services	\$ 195,717	\$ 202,231	\$ 199,089	\$ 213,280	\$ 223,450
620 - Travel	\$ —	\$ 1,931	\$ —	\$ 5,720	\$ 3,380
630 - Operational Expenses	\$ 37,519	\$ 37,882	\$ 46,199	\$ 53,790	\$ 45,500
640 - Operational Expenses - Public Services	\$ 827,155	\$ 208,642	\$ 288,982	\$ 539,720	\$ 620,820
670 - Capital Outlay	\$ —	\$ 34,252	\$ 1,470	\$ —	\$ —
Total Division: 43130 - Streets:	\$ 1,779,954	\$ 1,285,249	\$ 1,341,969	\$ 1,556,090	\$ 1,652,650

Division: 43140 - Fleet					
510 - Personnel Services	\$ 150,280	\$ 156,701	\$ 197,650	\$ 164,310	\$ 202,910
610 - General & Contracted Services	\$ 105,378	\$ 56,081	\$ 55,254	\$ 40,640	\$ 65,680
620 - Travel	\$ 844	\$ —	\$ 481	\$ 2,810	\$ 4,200
630 - Operational Expenses	\$ (155,384)	\$ (33,852)	\$ (155,017)	\$ (150,740)	\$ (7,190)
640 - Operational Expenses - Public Services	\$ 35,359	\$ 23,684	\$ 33,878	\$ 39,500	\$ 39,500
670 - Capital Outlay	\$ 834,886	\$ 807,121	\$ 635,037	\$ 693,400	\$ —
Total Division: 43140 - Fleet:	\$ 971,362	\$ 1,009,735	\$ 767,282	\$ 789,920	\$ 305,100

Note: Operational Expenses is net of (\$54,100) budgeted as an interfund reimbursement (overhead allocation), in which there is a reduction to expenses for the administrative support to other funds. GASB Statement. No. 34, paragraph 112b(2).

Total Department: 4310 - Public Works:	\$ 4,465,082	\$ 3,968,011	\$ 3,759,011	\$ 4,125,570	\$ 3,812,640
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GENERAL FUND DEPARTMENT/DIVISION SUMMARIES**Public Works Department: Public Works Administration Division**Function:

To provide direction and support to the public works operations managers and staff. Administration support includes budget preparation and tracking, invoice processing for parts and supplies, training and travel requests, and processing day-to-day work requests received from City residents and others. They also provide other office and management support as needed.



GENERAL FUND DEPARTMENT/DIVISION SUMMARIES

Public Works Department: Engineering Division

Function:

The Engineering Division of the Public Works Department is responsible for the construction of all new infrastructure within the public right-of-way, which includes plan review for private developments, engineering design and construction management of capital improvement projects, issuance of encroachment and land disturbance permits and construction inspection services for all City and private development projects. Draper City has more than 424 lane miles of roadway that are owned and maintained by the City.

Responsibilities:

- Design, bid and provide contract administration of City sponsored projects.
- Review and approve all plans for City Infrastructure to be built by private development (developers). In addition review and approve on-site grading and Utah Pollution Discharge Elimination System (UPDES) permitting.
- Inspect construction of all new infrastructure from City Projects and from Private Developments.
- Conduct traffic studies and work with the Traffic Committee to address traffic issues throughout the city.

Accomplishments:

- 13800 South Widening from 300 East to Fort Street
- 11950 South connector road from State Street to 150 East
- 2019 Master Transportation Plan (with Parametrix)
- Traverse Ridge Rd/Manilla Dr New Traffic Signal
- Bangerter Pkwy & Traverse Ridge Rd Improvements
- 14000 South/Bangerter Pkwy New Traffic Signal
- Lone Peak Pkwy 11400 S to 12300 S Widening - construction in progress
- Highland Drive (Minuteman Dr to Traverse Ridge Rd) Widening - construction in progress
- Oak Vista Waterline and Roadway Reconstruction - construction in progress

Goals:

- Preserve and improve public infrastructure and transportation systems
- Continually review processes and procedures to identify and implement improvements
- Ensure a timely and efficient review of private development projects
- Provide a high degree of customer service and communication to the public
- Ensure that all developments are designed and constructed in compliance with City standards

GENERAL FUND DEPARTMENT/DIVISION SUMMARIES

Public Works Department: Streets Division

Function:

The Streets Division is part of the Public Works Department of Draper City. This division is responsible for year-round street maintenance, which includes asphalt repairs, crack sealing, road rehabilitation preparation, shoulder maintenance (grading), curb, gutter and sidewalk replacement, weed abatement on streets right-of-way, and snow removal during winter months. The Streets Division also performs traffic safety functions, including road striping, street light maintenance and signage installation and repairs.

Accomplishments:

- 384 street signs repaired or replaced
- 207 tons of asphalt road repairs
- 870 feet of sidewalk and curb replacement
- 500 feet of sidewalk grinding trip hazard completed
- Snow removal: 435 lane miles maintained; 19 plow routes; 4,311 labor hours; 6,314 tons of salt and 5,390 gallons of brine used.
- Crosswalk and legend striping.



Goals:

- Continue sidewalk grinding program to reduce trip hazards
- Continue in-house crosswalk and legend striping
- Continue brine system production

GENERAL FUND DEPARTMENT/DIVISION SUMMARIES

Public Works Department: Fleet Division

Function:

To provide all City departments with safe, operating vehicles and equipment through efficient maintenance and preventative schedules.

Responsibilities:

- Reviews all fuel purchases, service contracts, and purchase orders for City vehicles. By doing this, the City is able to promote economy through the City's purchasing volume.
- The City's motor vehicle fleet is an important element in providing services to City residents. Employees rely on City vehicles to perform their duties throughout the City. Due to the City's size, there are significant costs associated with preventative maintenance, operating expenses, and replacement of vehicles.

Accomplishments:

- Maintained over 300 vehicles and pieces of equipment ranging from pick-up trucks, waste collection trucks, fire trucks, snowplows, lawn mowers, street sweepers, backhoes, trackless equipment, mini excavators, etc.
- Fleet logged 5,000 hours repairing vehicles and equipment in 2019. For 18 different departments or divisions, four that utilize over half of fleets time are.
- Snow Plow Repairs 1,560 hours
- Solid Waste Repairs 1,550 hours
- Fire apparatus 490
- Police vehicles and equipment 250

Goals:

- Keep up with the latest technology on our newest equipment and procedures to ensure the safest and most efficient services are provided to the residents and the departments that fleet services.





GENERAL FUND DEPARTMENT/DIVISION SUMMARIES

Community Development Department

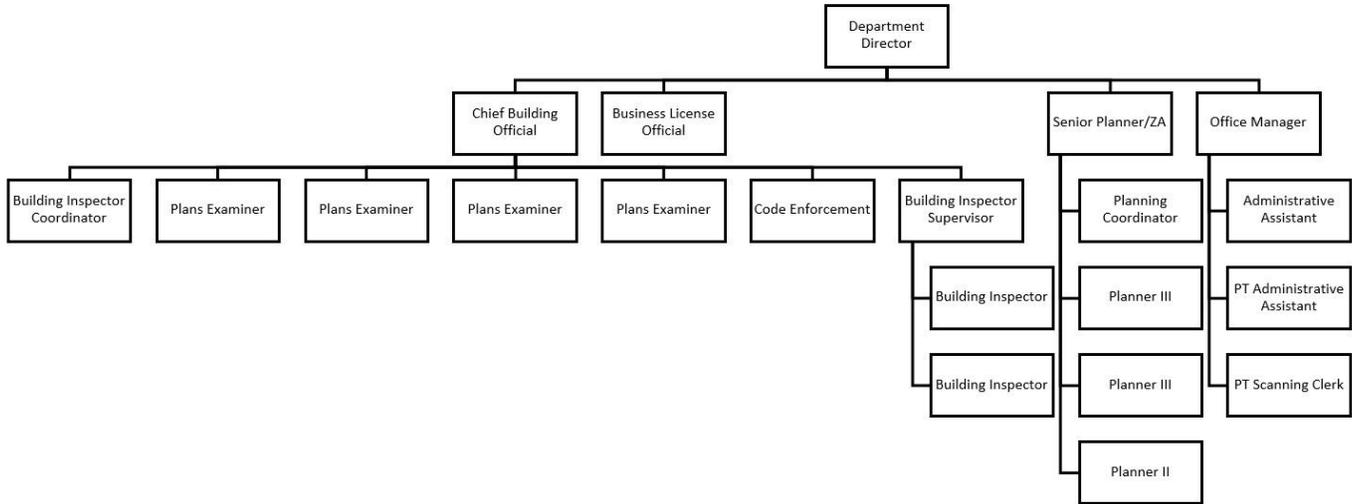
	2017-2018 Total Activity	2018-2019 Total Activity	2019-2020 YTD Activity	2019-2020 Final Budget	2020-2021 Adopted Annual Budget
Department: 4410 - Community Development					
Division: 44110 - Community Development Administration					
510 - Personnel Services	\$ 169,672	\$ 317,458	\$ 314,540	\$ 368,100	\$ 349,400
610 - General & Contracted Services	\$ 60,329	\$ 20,120	\$ 11,062	\$ 40,800	\$ 40,800
620 - Travel	\$ 1,546	\$ 57	\$ 101	\$ 7,680	\$ 3,980
630 - Operational Expenses	\$ 17,066	\$ 17,939	\$ 16,285	\$ 14,460	\$ 16,930
670 - Capital Outlay	\$ —	\$ 5,190	\$ —	\$ —	\$ —
Total Division: 44110 - Community Development Administration	\$ 248,614	\$ 360,809	\$ 341,989	\$ 431,040	\$ 411,110
Division: 44120 - Planning & Zoning					
510 - Personnel Services	\$ 466,788	\$ 477,832	\$ 426,423	\$ 507,800	\$ 468,900
610 - General & Contracted Services	\$ 23,387	\$ 73,164	\$ 165,262	\$ 118,020	\$ 125,020
620 - Travel	\$ 3,118	\$ 2,646	\$ 1,672	\$ 4,980	\$ 3,780
630 - Operational Expenses	\$ 33,843	\$ 47,018	\$ 57,964	\$ 60,550	\$ 58,330
640 - Operational Expenses - Public Services	\$ 1,088	\$ 1,689	\$ —	\$ —	\$ —
Total Division: 44120 - Planning & Zoning	\$ 528,224	\$ 602,349	\$ 651,321	\$ 691,350	\$ 656,030
Division: 44130 - Code Enforcement					
510 - Personnel Services	\$ 86,921	\$ 90,237	\$ 82,098	\$ 95,100	\$ 91,200
610 - General & Contracted Services	\$ 1,128	\$ 2,169	\$ 3,165	\$ 8,320	\$ 8,320
620 - Travel	\$ 1,198	\$ 556	\$ 1,220	\$ 2,570	\$ 1,970
630 - Operational Expenses	\$ 2,755	\$ 4,619	\$ 2,796	\$ 4,160	\$ 4,020
640 - Operational Expenses - Public Services	\$ 1,447	\$ 1,415	\$ 1,091	\$ 3,500	\$ 3,500
Total Division: 44130 - Code Enforcement	\$ 93,450	\$ 98,995	\$ 90,370	\$ 113,650	\$ 109,010
Division: 44140 - Building Inspections & Permitting					
510 - Personnel Services	\$ 941,592	\$ 1,017,091	\$ 1,008,650	\$ 1,051,200	\$ 1,027,600
610 - General & Contracted Services	\$ 80,699	\$ 100,429	\$ 119,488	\$ 103,270	\$ 116,770
620 - Travel	\$ 11,325	\$ 6,329	\$ 6,816	\$ 15,080	\$ 11,380
630 - Operational Expenses	\$ 30,685	\$ 24,737	\$ 37,421	\$ 45,670	\$ 42,930
640 - Operational Expenses - Public Services	\$ 5,736	\$ 8,355	\$ 4,516	\$ 9,500	\$ 10,000
Total Division: 44140 - Building Inspections & Permitting	\$ 1,070,036	\$ 1,156,941	\$ 1,176,891	\$ 1,224,720	\$ 1,208,680
Division: 44160 - Business Licensing					
510 - Personnel Services	\$ 67,675	\$ 77,616	\$ 88,831	\$ 73,700	\$ 88,700
610 - General & Contracted Services	\$ 1,214	\$ 18,541	\$ 9,004	\$ 5,000	\$ 7,100
620 - Travel	\$ 330	\$ 641	\$ 361	\$ 670	\$ 570
630 - Operational Expenses	\$ 1,499	\$ 2,037	\$ 2,430	\$ 2,150	\$ 2,000
Total Division: 44160 - Business Licensing	\$ 70,717	\$ 98,835	\$ 100,626	\$ 81,520	\$ 98,370
Total Department: 4410 - Community Development	\$ 2,011,041	\$ 2,317,929	\$ 2,361,197	\$ 2,542,280	\$ 2,483,200

GENERAL FUND DEPARTMENT/DIVISION SUMMARIES

Community Development Department

Function:

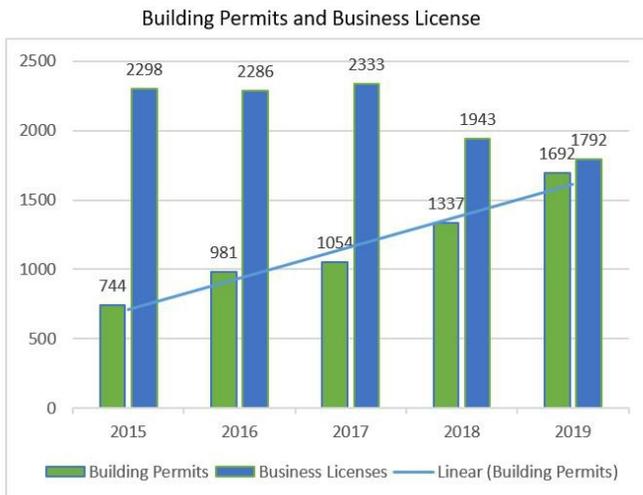
Tasked with producing the City’s General Plan, creating and enforcing citywide zoning and land use, building plan review and inspection, as well as code enforcement.



Goals:

- 95% Paperless
- 75% of Department applications accepted online
- All calls returned within 1 business day
- Update Draper City Municipal Code (DCMC) Titles 9, 10 and 17
- Adoption of the City General Plan

Trends:



GENERAL FUND DEPARTMENT/DIVISION SUMMARIES**Community Development Department - Continued**Division Functions:Planning & Zoning

Responsible for providing effective, transparent and efficient professional planning services to the public. Ensures compliance with DCMC for all building plans, subdivision plans, land use and zone amendments, and the like. Charged with creation of the City's Long Range General Plan and reviews applications for continuity with the City's core community principles. Significant time is spent researching historical plats and plans while working with citizens to educate them on their property rights, their ability to develop and their neighbor's rights to develop.

Building

In addition to issuing all business licenses in the City this team is tasked with ensuring that all plans approved for development, or redevelopment, are in compliance with DCMC. Our team members provide safeguards to the community by ensuring that builders and contractors are adhering to local and national building standards so that the final products built in the City are safe and functional.

Business Licensing

Business Licensing - Every business, vocation, trade, calling or profession conducting business in Draper is required to apply for and maintain a business license. There is an annual fee required for a business license. The division also issues special licenses that include alcoholic beverage licenses, home occupations, special / single event licenses, solicitor's licenses and temporary business licenses.

Code Enforcement

The purpose of the code compliance division is to enforce compliance with zoning laws, enforce the sign ordinance and business licenses, and to improve neighborhoods and property values. The mission of code compliance is to provide citizens and businesses guidance and direction for the resolution of problems and violations in a friendly, fair, and impartial manner.





GENERAL FUND DEPARTMENT/DIVISION SUMMARIES

Parks & Recreation Department

	2017-2018 Total Activity	2018-2019 Total Activity	2019-2020 YTD Activity	2019-2020 Final Budget	2020-2021 Adopted Annual Budget
Department: 4510 - Parks & Recreation					
Division: 45110 - Parks & Recreation Administration					
510 - Personnel Services	\$ 393,568	\$ 393,231	\$ 409,840	\$ 414,600	\$ 422,200
610 - General & Contracted Services	\$ 10,292	\$ 8,422	\$ 7,001	\$ 11,150	\$ 11,660
620 - Travel	\$ 1,973	\$ 705	\$ 917	\$ 4,560	\$ 3,770
630 - Operational Expenses	\$ 11,668	\$ 14,643	\$ 18,541	\$ 22,900	\$ 34,860
640 - Operational Expenses - Public Services	\$ 3,604	\$ 2,045	\$ 2,516	\$ 6,500	\$ 6,500
Total Division: 45110 - Parks & Recreation Administration:	\$ 421,106	\$ 419,044	\$ 438,815	\$ 459,710	\$ 478,990
Division: 45120 - Recreational Programs					
510 - Personnel Services	\$ 220,403	\$ 229,856	\$ 229,078	\$ 236,600	\$ 220,900
610 - General & Contracted Services	\$ 2,075	\$ 1,871	\$ 1,656	\$ 2,560	\$ 2,000
620 - Travel	\$ —	\$ 490	\$ 850	\$ 3,110	\$ 2,460
630 - Operational Expenses	\$ 7,041	\$ 7,259	\$ 9,440	\$ 10,060	\$ 10,470
640 - Operational Expenses - Public Services	\$ 147,753	\$ 148,012	\$ 127,965	\$ 209,700	\$ 219,000
Total Division: 45120 - Recreation Programs:	\$ 377,272	\$ 387,488	\$ 368,990	\$ 462,030	\$ 454,830
Division: 45130 - Amphitheater					
510 - Personnel Services	\$ 5,882	\$ 3,304	\$ 1,544	\$ 8,200	\$ 8,400
630 - Operational Expenses	\$ 6,468	\$ 4,761	\$ 1,120	\$ 7,620	\$ 5,400
640 - Operational Expenses - Public Services	\$ 28,487	\$ 37,632	\$ 8,151	\$ 36,000	\$ 44,000
Total Division: 45130 - Amphitheater:	\$ 40,837	\$ 45,696	\$ 11,895	\$ 51,820	\$ 59,800
Division: 45140 - Community Events					
510 - Personnel Services	\$ 77,575	\$ 79,050	\$ 83,358	\$ 84,200	\$ 90,000
610 - General & Contracted Services	\$ 880	\$ 707	\$ 656	\$ 720	\$ 1,920
620 - Travel	\$ 638	\$ —	\$ 83	\$ —	\$ 130
630 - Operational Expenses	\$ 3,641	\$ 2,908	\$ 3,574	\$ 4,210	\$ 5,450
640 - Operational Expenses - Public Services	\$ 116,051	\$ 65,074	\$ 43,125	\$ 172,500	\$ 196,900
Total Division: 45140 - Community Events	\$ 198,784	\$ 147,740	\$ 130,796	\$ 261,630	\$ 294,400

	2017-2018 Total Activity	2018-2019 Total Activity	2019-2020 YTD Activity	2019-2020 Final Budget	2020-2021 Adopted Annual Budget
Division: 45150 - Parks					
510 - Personnel Services	\$ 1,124,676	\$ 1,205,007	\$ 1,211,262	\$ 1,299,150	\$ 1,312,850
610 - General & Contracted Services	\$ 587,118	\$ 641,026	\$ 644,938	\$ 738,080	\$ 690,310
620 - Travel	\$ —	\$ —	\$ —	\$ 2,280	\$ —
630 - Operational Expenses	\$ 72,787	\$ 77,279	\$ 77,791	\$ 81,180	\$ 74,800
640 - Operational Expenses - Public Services	\$ 503,590	\$ 431,878	\$ 438,322	\$ 432,700	\$ 454,500
670 - Capital Outlay	\$ 257,892	\$ 26,639	\$ 49,839	\$ 50,000	\$ —
Total Division: 45150 - Parks	\$ 2,546,063	\$ 2,381,828	\$ 2,422,152	\$ 2,603,390	\$ 2,532,460
Division: 45160 - Cemetery					
510 - Personnel Services	\$ —	\$ —	\$ —	\$ 1,500	\$ 1,500
610 - General & Contracted Services	\$ 9,377	\$ 5,153	\$ 5,137	\$ 6,560	\$ 5,700
630 - Operational Expenses	\$ 280	\$ 280	\$ 360	\$ 360	\$ 300
640 - Operational Expenses - Public Services	\$ 9,683	\$ 9,790	\$ 7,167	\$ 7,950	\$ 5,750
Total Division: 45160 - Cemetery	\$ 19,341	\$ 15,223	\$ 12,664	\$ 16,370	\$ 13,250
Division: 45170 - Trails & Open Space					
510 - Personnel Services	\$ 202,902	\$ 245,464	\$ 261,606	\$ 259,300	\$ 248,600
610 - General & Contracted Services	\$ 16,763	\$ 1,226	\$ 6,482	\$ 31,760	\$ 37,290
620 - Travel	\$ —	\$ —	\$ 753	\$ —	\$ 1,200
630 - Operational Expenses	\$ 16,437	\$ 15,309	\$ 12,052	\$ 20,770	\$ 21,300
640 - Operational Expenses - Public Services	\$ 56,989	\$ 44,979	\$ 55,825	\$ 64,210	\$ 60,500
Total Division: 45170 - Trails & Open Space:	\$ 293,091	\$ 306,978	\$ 336,718	\$ 376,040	\$ 404,890
Total Department: 4510 - Parks & Recreation:	\$ 3,896,494	\$ 3,703,996	\$ 3,722,030	\$ 4,230,990	\$ 4,238,620



GENERAL FUND DEPARTMENT/DIVISIONS SUMMARIES

Parks & Recreation Department: Continued

Function:

The Draper Parks and Recreation Department exists to make life better. We strive to enhance the quality of life for Draper Residents as well as all visitors to the City. The department includes: administration, parks maintenance, trails and trail maintenance, turf management, ballfields management, open-space management, weed abatement, The Draper Amphitheater, cemetery operations, arboriculture, designated park-strips and island maintenance, park and trail project planning and construction, adult sports programs, youth sports programs, special programs, educational classes, summer camps, special event applications and permits and citywide community events.

Goals:

- Work with Mayor and City Council to ensure we are meeting the needs of the residents of Draper
- Increase awareness of all departmental offerings with a new marketing plan including the use of new email program, new brochures and enhanced use of social media and webpage spotlights.
- Facilitate and host an “open house” type event and invite all residents to come and learn all about the department, our facilities, programs and parks and hear ideas from residents.
- Implement plans and acquire property for a new City cemetery.
- Accomplish each individual division goals within Parks and Recreation.



GENERAL FUND DEPARTMENT/DIVISION SUMMARIES**Parks & Recreation Department: Recreation Programs Division**Function:

Draper City Recreation Department is responsible for programming youth and adult sports, special events and other programs, as well as caring for a few facilities around the City. The department is responsible for planning, implementing and evaluating sport programs and other special programs. These duties include advertising for programs, registration, recruitment of volunteer coaches, scheduling fields, school gyms, games times, part-time staff/officials, distribution of equipment for each sport. The recreation department is responsible for training, directing and supervising approximately 35 part-time/seasonal workers. All of this ensures that we are set up to succeed in providing the community of Draper with quality programs and opportunities.

Accomplishments:

- Completed the two new baseball fields at Galena Park to create a 4-plex. This will allow us to have additional participants in our leagues, as well as to add large-scale tournaments that will bring teams from in state and out of state.
- Top program as presented by the Utah Jazz for the largest (most participants) Youth Jr. Jazz basketball league for our class of city.
- Successfully work as a department and add programs that created an opportunities for our residents/ participants.
- High retention rate with part-time staff, as well as moving forward with hiring all in-house softball umpires and Jr. Jazz referees.
- Increased overall participation numbers.
- During the 2020 pandemic, we have learned, successfully, to run programs and events while following CDC guidelines.



GENERAL FUND DEPARTMENT/DIVISION SUMMARIES

Parks & Recreation Department: Recreation Programs Division Continued



Goals:

- Implement two new programs for time usage at the Draper Recreation Center.
- Create more programs for adults, i.e. basketball, pickleball, dodgeball, etc...
- Adding adult programs will expand our current programs to promote more involvement of our community members.
- Bring back youth track and field program for Spring 2021.
- Join Utah Junior Pickleball Association by establishing a Draper City tournament.
- Create a pickleball league.

GENERAL FUND DEPARTMENT/DIVISION SUMMARIES

Parks & Recreation Department: Amphitheater Division

Accomplishments:

The Draper Amphitheater played host to a variety of concerts, plays, Hollywood movies and events. From American Music Award nominees, Emmy Award winners, regional artists and home to the Draper Arts Council, the Amphitheater is a great venue for the performing arts.



GENERAL FUND DEPARTMENT/DIVISION SUMMARIES

Parks & Recreation Department: Community Events Division

Function:

Host community events that create lasting memories and highlight our beautiful parks. Our community is engaged in our events from volunteer work to local vendors.

Accomplishments:

Successfully held several large events for the entire community including:

- Easter Egg Hunt
- Arts and Craft Festival
- Daddy Daughter Dance
- The Glow Run
- Draper Days - Assisting in the biggest party in Draper each year.
- The Haunted Hollow, Draper's large Halloween party.
- The Tree Lighting Ceremony



GENERAL FUND DEPARTMENT/DIVISION SUMMARIES

Parks & Recreation Department: Parks Division

Function:

To quote the NRPA motto "Parks Make Life Better!" Maintenance and management is our role. With 40 parks and several more on the way, our function is to ensure that these precious Draper facilities are well maintained and available for use by residents. This included all turf, trees, playgrounds, ball diamonds, sports fields, restrooms, cemetery operations, trash management, pavilions and rentals, and The Day Barn.

Accomplishments:

- 8,500 pounds of grass seed
- 63,000 pounds of organic fertilizer
- 35,550 pounds of regular fertilizer
- Over 100,000 dog waste bags
- Nearly 2,000,000 sheets of toilet tissue

Goals:

- 80% of full-time staff holding Certified Pool Operator License
- Safety Incentive program for both full-time and part-time staff
- Plan and hold a Public invited event to showcase what Parks, Trails and Recreation does in Draper City.



GENERAL FUND DEPARTMENT/DIVISION SUMMARIES**Parks & Recreation Department: Trail & Open Space Division**Function:

The Trails and Open Space Division strengthens the quality of life by providing a world-class trail systems and essential open space. Our commitment to manage open space resources and recreational amenities, which sustain and protect the natural environment and wildlife, is our top priority. Draper now has an unbelievable 116 miles of trails and 4,800 acres of city-owned open space. The City is committed to managing its open space and recreation amenities while sustaining and protecting the natural environment and wildlife.

Accomplishments:

- New hiking/equestrian only: Lupine, Jungle, extension of Hoof N Boot, and Coyote Footpaths.
- New multi-use: Extension of Fango Trail. Mountain Bike; Limelight (Rush), realigned Maple Hollow Downhill, and Rattle N Hum.
- Approximately seven (7) miles of new trails have been added this past year, including several miles of footpaths, multi-use trails and bike paths.
- 4,222 acres are protected by conservation easements
- 4,800 volunteer hours
- Installed 5 more counters for a total of 9. As of May 2020, counters recorded 406,000 users



GENERAL FUND DEPARTMENT/DIVISIONS SUMMARIES**Parks & Recreation Department: Trail & Open Space Division Continued**Goals:

- Connect the Corner Canyon Trail system to the trail system in Lehi through a grant from the Utah Office of Outdoor Recreation.
- Continue building “foot only” trails.
- Continue volunteer program.
- Improve winter recreation opportunities through grooming and programs.
- Continue working on Open Space Master Plan recommendations.
- Develop additional trail and open space programs with Recreation Division.
- Continue to improve wildlife habitat within open space.
- Continue to mitigate wildfire risks by implementing Wasatch Front Fire Adapted Communities Coalition.
- Continue to expand the Trail Ambassador program in association with the Park Ranger.





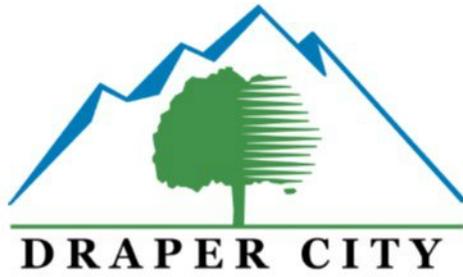
GENERAL FUND DEPARTMENT/DIVISION SUMMARIES

Principle & Interest Department

	2017-2018 Total Activity	2018-2019 Total Activity	2019-2020 YTD Activity	2019-2020 Final Budget	2020-2021 Adopted Annual Budget
Department: 4810 - Principle & Interest					
Division: 48110 - Sales Tax Revenue Bonds					
685 - Bond Obligations	\$ 7,911,350	\$ 2,272,413	\$ 2,270,250	\$ 2,270,250	\$ 2,280,310
Total Division: 48110 - Sales Tax Revenue Bonds:	\$ 7,911,350	\$ 2,272,413	\$ 2,270,250	\$ 2,270,250	\$ 2,280,310
Division: 48210 - General Obligation Bonds					
685 - Bond Obligations	\$ —	\$ 522,815	\$ 523,150	\$ 523,150	\$ 522,150
Total Division: 48210 - General Bond Obligations:	\$ —	\$ 522,815	\$ 523,150	\$ 523,150	\$ 522,150
Total Department: 4810 - Principle & Interest:	\$ 7,911,350	\$ 2,795,228	\$ 2,793,400	\$ 2,793,400	\$ 2,802,460

Transfers Department

	2017-2018 Total Activity	2018-2019 Total Activity	2019-2020 YTD Activity	2019-2020 Final Budget	2020-2021 Adopted Annual Budget
Department: 4910 - Transfers					
Division: 49110 - Fund Balance Contribution					
690 - Other Uses of Funds	\$ —	\$ —	\$ —	\$ —	\$ —
Total Division: 49110 - Fund Balance Contribution:	\$ —	\$ —	\$ —	\$ —	\$ —
Division: 49210 - Transfers to Other Funds					
690 - Other Uses of Funds	\$ 9,612,435	\$ 3,509,784	\$ 3,915,538	\$ 4,382,270	\$ 2,208,730
Total Division: 49210 - Transfers to Other Funds:	\$ 9,612,435	\$ 3,509,784	\$ 3,915,538	\$ 4,382,270	\$ 2,208,730
Total Department: 4910 - Transfers:	\$ 9,612,435	\$ 3,509,784	\$ 3,915,538	\$ 4,382,270	\$ 2,208,730



SPECIAL REVENUE FUNDS

ANNUAL BUDGET
FISCAL YEAR ENDING - JUNE 30, 2021





SPECIAL REVENUE FUND: SOURCES & USES

	2017-2018 Total Activity	2018-2019 Total Activity	2019-2020 YTD Activity	2019-2020 Final Budget	2020-2021 Adopted Annual Budget
Fund: 240 - B&C					
Revenue					
330 - Inter Governmental Revenue	\$ 1,721,584	\$ 1,847,179	\$ 1,511,919	\$ 1,792,000	\$ 1,825,000
360 - Miscellaneous Revenue	\$ 57,190	\$ 94,599	\$ 79,471	\$ 45,620	\$ 46,500
370 - Other Sources of Funding	\$ —	\$ —	\$ —	\$ 3,146,080	\$ 3,132,600
Total Revenue:	\$ 1,778,774	\$ 1,941,778	\$ 1,591,390	\$ 4,983,700	\$ 5,004,100
Expense					
510 - Personnel Services	\$ 2,672	\$ —	\$ —	\$ 27,700	\$ 27,700
610 - General & Contracted Services	\$ —	\$ 23,450	\$ —	\$ —	\$ —
630 - Operational Expenses	\$ 62,439	\$ 60,030	\$ 73,360	\$ 75,500	\$ 64,000
640 - Operational Expenses - Public Services	\$ 2,054,486	\$ 412,649	\$ —	\$ —	\$ —
670 - Capital Outlay	\$ —	\$ —	\$ 30,168	\$ 30,500	\$ —
690 - Other Uses of Funds	\$ 368,606	\$ —	\$ 2,393,483	\$ 4,850,000	\$ 4,912,400
Total Expense:	\$ 2,488,203	\$ 496,129	\$ 2,497,011	\$ 4,983,700	\$ 5,004,100
Total Fund: 240 - B&C:	\$ (709,429)	\$ 1,445,649	\$ (905,620)	\$ —	\$ —

FY21 Capital Details

Transfer to CIP Fund (Other Uses) \$ 4,912,400

Fund: 271 - FIRE IMPACT FEES

Revenue					
320 - Licenses & Permits	\$ 81,402	\$ 100,815	\$ 64,701	\$ —	\$ —
360 - Miscellaneous Revenue	\$ 16,464	\$ (4,924)	\$ (2,275)	\$ —	\$ —
370 - Other Sources of Funding	\$ —	\$ 128,000	\$ —	\$ —	\$ —
Total Revenue:	\$ 97,866	\$ 223,891	\$ 62,426	\$ —	\$ —
Expense					
690 - Other Uses of Funds	\$ 1,640,000	\$ —	\$ —	\$ —	\$ —
Total Expense:	\$ 1,640,000	\$ —	\$ —	\$ —	\$ —
Total Fund: 271 - FIRE IMPACT FEES:	\$ (1,542,134)	\$ 223,891	\$ 62,426	\$ —	\$ —

Fund: 272 - POLICE IMPACT FEES

Revenue					
320 - Licenses & Permits	\$ 93,442	\$ 107,033	\$ 74,357	\$ —	\$ —
360 - Miscellaneous Revenue	\$ 2,759	\$ 6,018	\$ 6,114	\$ —	\$ —
370 - Other Sources of Funding	\$ —	\$ —	\$ —	\$ 293,900	\$ —
Total Revenue:	\$ 96,201	\$ 113,051	\$ 80,471	\$ 293,900	\$ —
Expense					
690 - Other Uses of Funds	\$ —	\$ 11,163	\$ 291,408	\$ 293,900	\$ —
Total Expense:	\$ —	\$ 11,163	\$ 291,408	\$ 293,900	\$ —
Total Fund: 272 - POLICE IMPACT FEES:	\$ 96,201	\$ 101,888	\$ (210,937)	\$ —	\$ —

FY21 Capital Details

Transfer to CIP Fund (Other Uses) \$ —



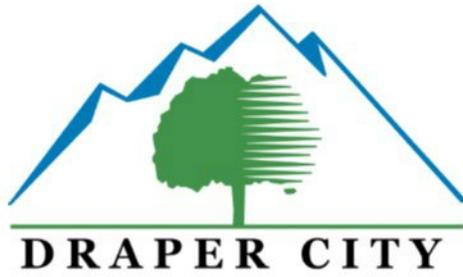
	2017-2018 Total Activity	2018-2019 Total Activity	2019-2020 YTD Activity	2019-2020 Final Budget	2020-2021 Adopted Annual Budget
Fund: 273 - TRANSPORTATION IMPACT FEES					
Revenue					
320 - Licenses & Permits	\$ 1,360,319	\$ 2,664,978	\$ 1,440,082	\$ —	\$ —
360 - Miscellaneous Revenue	\$ 74,450	\$ 108,313	\$ 105,965	\$ —	\$ —
370 - Other Sources of Funding	\$ —	\$ —	\$ —	\$ 4,593,400	\$ 4,500,800
Total Revenue:	\$ 1,434,769	\$ 2,773,291	\$ 1,546,047	\$ 4,593,400	\$ 4,500,800
Expense					
610 - General & Contracted Services	—	6,975	—	—	—
690 - Other Uses of Funds	1,900,700	1,723,003	124,869	4,593,400	4,500,800
Total Expense:	1,900,700	1,729,978	124,869	4,593,400	4,500,800
Total Fund: 273 TRANSPORTATION IMPACT FEES:	(465,931)	1,043,313	1,421,178	—	—

FY21 Capital Details	Transfer to CIP Fund (Other Uses)	4,500,800
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Fund: 274 - PARK IMPACT FEES					
Revenue					
320 - Licenses & Permits	2,223,866	1,894,759	1,759,566	—	—
360 - Miscellaneous Revenue	126,699	198,632	118,623	—	—
370 - Other Sources of Funding	—	—	—	4,211,500	2,920,700
Total Expense:	2,350,565	2,093,391	1,878,189	4,211,500	2,920,700
Expense					
610 - General & Contracted Services	—	—	—	—	—
690 - Other Uses of Funds	1,851,761	3,168,817	1,389,522	4,211,500	2,920,700
Total Expense:	1,851,761	3,168,817	1,389,522	4,211,500	2,920,700

FY21 Capital Details	Transfer to CIP Fund (Other Uses)	2,920,700
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Total Fund: 274 - PARK IMPACT FEES:	498,804	(1,075,425)	488,666	—	—
Report Total:	(2,122,489)	1,739,315	855,713	—	—



DEBT SERVICE FUND

ANNUAL BUDGET
FISCAL YEAR ENDING - JUNE 30, 2021



DEBT SERVICE FUND: SOURCES & USES

	2017-2018 Total Activity	2018-2019 Total Activity	2019-2020 YTD Activity	2019-2020 Final Budget	2020-2021 Adopted Annual Budget
Fund: 310 - DEBT SERVICE					
Revenue					
310 - Taxes	\$ 521,174	\$ —	\$ —	\$ —	\$ —
Total Revenue:	\$ 521,174.34	\$ —	\$ —	\$ —	\$ —
Expense					
685 - Bond Obligations	\$ 521,143.48	\$ —	\$ —	\$ —	\$ —
Total Expense:	\$ 521,143.48	\$ —	\$ —	\$ —	\$ —
Total Fund: 310 - DEBT SERVICE:	\$ 30.86	\$ —	\$ —	\$ —	\$ —
Report Totals:	\$ 30.86	\$ —	\$ —	\$ —	\$ —

Starting in FY19 the debt service payments will be tracked internally and included as part of the General Fund within the budget.





CAPITAL IMPROVEMENTS FUND

ANNUAL BUDGET
FISCAL YEAR ENDING - JUNE 30, 2021



CIP FUND: SOURCES & USES BY CLASSIFICATION

Classification	2017-2018 Total Activity	2018-2019 Total Activity	2019-2020 YTD Activity	2019-2020 Final Budget	2020-2021 Adopted Annual Budget
Revenue					
3320 - State Grants	\$ —	\$ —	\$ 38,913	\$ 23,500	\$ —
3330 - Local Grants	\$ 4,908,786	\$ 3,936,640	\$ 205,112	\$ 2,700,000	\$ 2,589,500
3690 - Other Misc Revenue	\$ 357,306	\$ —	\$ —	\$ —	\$ 157,600
3710 - Interfund Transfers	\$ 11,998,813	\$ 6,984,977	\$ 7,897,012	\$ 21,881,700	\$ 15,092,600
3740 - Fund Balance Appropriation	\$ —	\$ —	\$ —	\$ 15,951,500	\$ 13,412,500
Total Revenue:	\$ 17,264,905	\$ 10,921,617	\$ 8,141,037	\$ 40,556,700	\$ 31,252,200
Expense					
6710 - Capital Projects	\$ 20,211,097	\$ 11,263,859	\$ 10,515,897	\$ 40,556,700	\$ 31,252,200
6850 - Bond Obligations	\$ —	\$ 189,333	\$ —	\$ —	\$ —
Total Expense:	\$ 20,211,097	\$ 11,453,192	\$ 10,515,897	\$ 40,556,700	\$ 31,252,200
Report Total:	\$ (2,946,192)	\$ (531,575)	\$ (2,374,860)	\$ —	\$ —





CIP FUND: PROJECT DETAIL

CAPITAL IMPROVEMENTS FUND (CIP) DETAIL			
PROJECT #	PROJECT NAME	FUNDING SOURCE	AMOUNT
CIP0013	CORNER CANYON CREEK TRAIL	PARK IMPACT	\$ 177,000
CIP0030	13490 SOUTH CONSTRUCTION	GRANTS	\$ 317,100
CIP0032	EMERGENCY OPERATIONS CENTER	GENERAL	\$ 96,700
CIP0037	GALENA LOOP TRAIL	GENERAL	\$ 9,800
CIP0037	GALENA LOOP TRAIL	PARK IMPACT	\$ 9,400
CIP0039	UTA PRISON TRAX EXTENSTION	GENERAL	\$ 125,000
CIP0045	IT SERVER ROOM IMPROVEMENTS	GENERAL	\$ 45,700
CIP0050	CRANBURY PARK	GENERAL	\$ 53,000
CIP0063	LONE PEAK PARKWAY 12650 TO 12300	TRANSPORTATION IMPACT	\$ 1,404,500
CIP0075	BUILDING MAINTENANCE	GENERAL	\$ 363,900
CIP0079	WAYFINDING SIGNAGE	GENERAL	\$ 100,000
CIP0081	CORNER CANYON/SUNCREST SIGNAGE	GENERAL	\$ 97,500
CIP0082	CEMETERY	PARK IMPACT	\$ 1,500,000
CIP0085	JORDAN RIVER BOAT LAUNCH	GENERAL	\$ 248,500
CIP0085	JORDAN RIVER BOAT LAUNCH	PARK IMPACT	\$ 160,000
CIP0086	CORNER CANYON SPECIAL USE TRAIL	GENERAL	\$ 198,100
CIP0101	PRIMITIVE TRAILS	PARK IMPACT	\$ 27,100
CIP0105	SKATE PARK	GENERAL	\$ 35,000
CIP17-119	COMMUNITY DEVELOPMENT SOFTWARE	GENERAL	\$ 192,300
CIP17-122	MOBILE COMMAND CENTER	GENERAL	\$ 80,900
CIP18-04	STEEPLECHASE FIRE LINE	GENERAL	\$ 175,000
CIP18-08	MASTER TRANSPORTATION PLAN	GENERAL	\$ 26,500
CIP18-11	LONE PEAK PARKWAY, JORDAN & SL CANAL TO 11950	CDRA WEST FREEWAY	\$ 199,000
CIP18-13	PEAK VIEW TRAIL HEAD	GENERAL	\$ 623,800
CIP18-22	OPEN SPACE ACQUISITION	GENERAL	\$ 1,000,000
CIP18-27	FIRE APPARATUS REPLACEMENT CIP	GENERAL	\$ 671,500
CIP18-29	700 WEST (12300 S TO 11400 S)	GENERAL	\$ 3,927,000
CIP18-29	700 WEST (12300 S TO 11400 S)	TRANSPORTATION IMPACT	\$ 965,000
CIP19-01	PLAYGROUND REPLACEMENT	GENERAL	\$ 248,600
CIP19-02	CITY HALL BUILDING IMPROVEMENTS	GENERAL	\$ 543,100
CIP19-16	PUBLIC WORKS MANAGEMENT SOFTWARE	GENERAL	\$ 22,500
CIP19-19	DRAPER ELEMENTARY ROADWAY EXTENSTION	GENERAL	\$ 200,000
CIP19-20	NEW PUBLIC WORKS BUILDING	GENERAL	\$ 1,500,000
CIP19-22	FORT STREET SIDEWALKS	GENERAL	\$ 49,400
CIP19-24	UPPER CORNER CANYON ROAD GRADING	GENERAL	\$ 20,000
CIP19-25	LONE PEAK NORTH	GRANTS	\$ 1,885,500
CIP19-25	LONE PEAK NORTH	GENERAL	\$ 770,000
CIP19-25	LONE PEAK NORTH (WEST FREEWAY)	CDRA WEST FREEWAY	\$ 246,000
CIP19-25	LONE PEAK NORTH	TRANSPORTATION IMPACT	\$ 419,000
CIP19-26	PREVENTATIVE ROAD MAINTENANCE THROUGH FY2021	B & C	\$ 865,400
CIP19-27	300 E. FROM 11800 S. TO 11400 S. RECONSTRUCTION	B & C	\$ 620,000



CAPITAL IMPROVEMENTS FUND (CIP) DETAIL

PROJECT #	PROJECT NAME	FUNDING SOURCE	AMOUNT
CIP19-28	13200 S. STATE FROM MINUTEMAN TO 150 E.	B & C	\$ 299,300
CIP19-29	CEPHUS ROAD / VISTA STATION BLVD. SIGNAL	B & C	\$ 247,900
CIP19-30	14000 S. BANGERTER SIGNAL	CDRA E. BANGERTER	\$ 229,100
CIP19-31	HIGHLAND DRIVE RECONSTRUCTION	TRANSPORTATION IMPACT	\$ 1,088,000
CIP19-31	HIGHLAND DRIVE RECONSTRUCTION	B & C	\$ 1,000,000
CIP20-01	CLOSED PROJECT CONTINGENCY	GENERAL	\$ 38,000
CIP20-02	TRAFFIC CALMING DEVICES	GENERAL	\$ 115,000
CIP20-03	PARKS PAVEMENT MAINTENANCE	GENERAL	\$ 195,100
CIP20-04	PARKS MASTER PLAN UPDATE	GENERAL	\$ 50,000
CIP20-04	PARKS MASTER PLAN UPDATE	PARK IMPACT	\$ 50,000
CIP20-05	PARK PICNIC SHELTERS	PARK IMPACT	\$ 65,900
CIP20-07	1300 E. / PIONEER RD. RECONSTRUCTION AND SIGNAL	CDRA SANHILLS	\$ 1,400,000
CIP20-08	900 E. / DRAPER PWKY RECONSTRUCTION AND SIGNAL	CDRA SANHILLS	\$ 1,684,400
CIP20-09	TRAVERSE REHABILITATION PHASE 2	GRANTS	\$ 363,400
CIP20-13	800 EAST BUILDING	GENERAL	\$ 712,500
CIP20-14	TRAFFIC SIGNAL & TURN LANE @ HIGHLAND & VESTRY	B & C	\$ 100,000
CIP20-14	TRAFFIC SIGNAL & TURN LANE @ HIGHLAND & VESTRY	TRANSPORTATION IMPACT	\$ 410,000
CIP20-14	TRAFFIC SIGNAL & TURN LANE @ HIGHLAND & VESTRY	GENERAL	\$ 123,600
CIP20-15	1300 EAST ENVIRONMENTAL STUDY	TRANSPORTATION IMPACT	\$ 214,300
CIP20-16	GALENA DOG PARK	PARK IMPACT	\$ 272,800
CIP20-17	ELECTRIC CAR CHARGING SYSTEM	GENERAL	\$ 44,500
CIP20-17	ELECTRIC CAR CHARGING SYSTEM	GRANTS	\$ 23,500
CIP20-18	ADAPTIVE PLAYGROUND	PARK IMPACT	\$ 508,500
CIP20-19	CITY HALL PARKING LOT EXPANSION 2020	GENERAL	\$ 300,000
CIP20-20	INFILL STUDY	GENERAL	\$ 150,000
CIP20-21	BANGERTER PARKWAY RESURFACING	CDRA BANGERTER	\$ 170,000
CIP20-22	GENERAL FLEET REPLACEMENT FUND	GENERAL	\$ 967,600
CIP20-23	ORSON SMITH PARKING LOT EXPANSION	PARK IMPACT	\$ 150,000
CIP20-24	FLIGHT PARK ENTERANCE GATE	GENERAL	\$ 60,000
	TOTAL CIP CAPITAL PROJECTS BUDGET:		\$ 31,252,200
	PROJECT FUNDING ALLOCATIONS:		
	TOTAL GENERAL FUND		\$ 14,180,100
	TOTAL CDRA FUNDS		\$ 3,928,500
	TOTAL GRANT FUNDS		\$ 2,589,500
	TOTAL TRANSPORTATION IMPACT FUNDS		\$ 4,500,800
	TOTAL PARK IMPACT FUNDS		\$ 2,920,700
	TOTAL B & C ROAD FUNDS		\$ 3,132,600

Funding note: Cash for all projects funded by the General Fund have been transferred into the CIP Fund. All other projects with other sources of funding reimburse the CIP Fund for actual expenses only. If General Fund cash "loans" out cash prior to being reimbursed then the City uses an internal allocation process to recognize interest earned and interest expense in each fund.

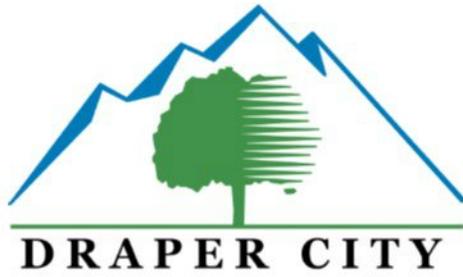
CIP FUND: PROJECT DETAIL

CIP20-22 GENERAL FLEET REPLACEMENT DETAILS	AMOUNT
REPLACE: ANIMAL CONTROL LIGHT DUTY PICKUP TRUCK # 501	\$ 49,000
REPLACE: PARKS LIGHT DUTY PICKUP TRUCK # 105	\$ 36,000
REPLACE: PARKS LIGHT DUTY PICKUP TRUCK # 119	\$ 42,000
REPLACE: PARKS LIGHT DUTY PICKUP TRUCK # 141	\$ 42,000
REPLACE: PARKS LIGHT DUTY PICKUP TRUCK WITH SERVICE BODY ID # 135	\$ 50,000
REPLACE: STREETS BOBTAIL HEAVY DUTY TRUCK W/ PLOW SANDER & BRINE ID # 125	\$ 230,000
REPLACE: POLICE VEHICLE ID # 622	\$ 49,000
REPLACE: POLICE VEHICLE ID # 628	\$ 49,000
REPLACE: POLICE VEHICLE ID # 630	\$ 49,000
REPLACE: POLICE VEHICLE ID # 656	\$ 49,000
REPLACE: POLICE VEHICLE ID # 659	\$ 49,000
REPLACE: POLICE VEHICLE ID # 670	\$ 49,000
REPLACE / UPGRADE: FLEET SERVICE TRUCK # 146 (OFFSET BY A TOTAL OF \$157,600 FROM SOLID WASTE, STORM WATER & WATER FUNDS)	\$ 210,000
FUNDS ALLOCATED FOR FUTURE FLEET REPLACEMENTS	\$ 14,600
TOTAL	\$ 967,600



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WATER FUND

ANNUAL BUDGET
FISCAL YEAR ENDING - JUNE 30, 2021



WATER FUND: FUND SUMMARY

Function:

The Water Fund is administrated as a division of the Public Works Department of Draper City. It is responsible for providing abundant supply of high quality water. The division provides culinary water services to the community utilizing water service sales, connection fees, and minor miscellaneous revenues.

Statistics:

- Facilities = Four pump houses, five water tanks and 28 pressure regulating stations
- Miles of Waterline = 90
- Connections = 4,250
- Population Served = 19,000
- Water Purchased = 4,400 Acre Feet
- System Pressures = In excess of 400psi

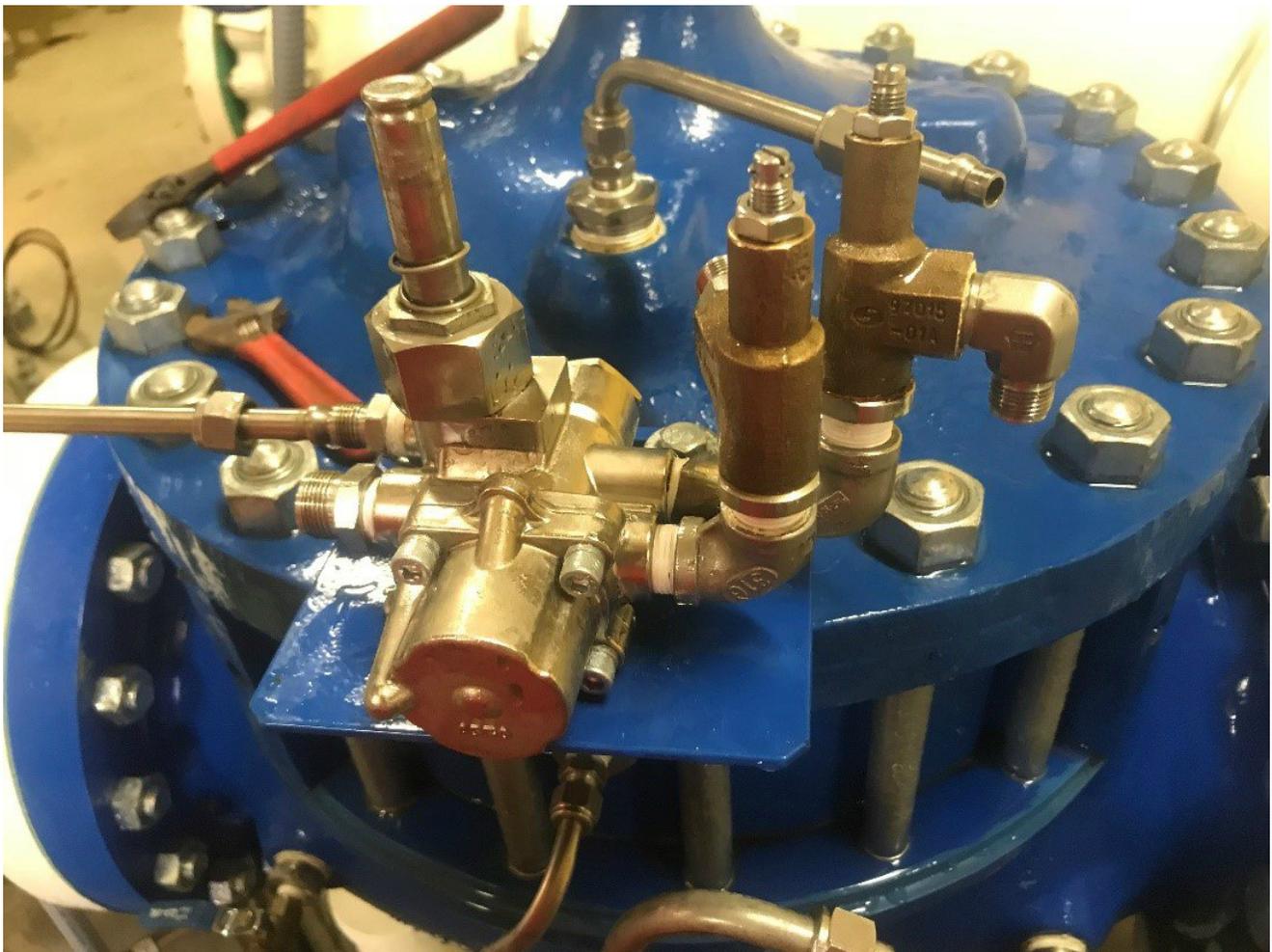
Accomplishments:

- Completed 1,000+ Work Order requests.
- Completed maintenance on 350+ new/existing meters.
- Completed 293 routine and investigative bacteriological sampling.
- Completed quarterly disinfection by-product sampling.
- Cross Connection Control: Completed 150+ Hazard Assessments
- Responded to 1,750+ Blue Stake requests.
- SCADA: Serviced and maintained telemetry equipment at multiple sites.



WATER FUND: FUND SUMMARYGoals:

- Comply with new & / or revised State and Federal water sampling requirements.
- Update meter reads to a fixed base system.
- Replacement of Oak Vista 1 & 5 water line infrastructure.
- Continue to maintain, repair and operate a very complex public water system that provides a safe source of drinking water for Draper City residents and businesses.



WATER FUND: REVENUE ANALYSIS

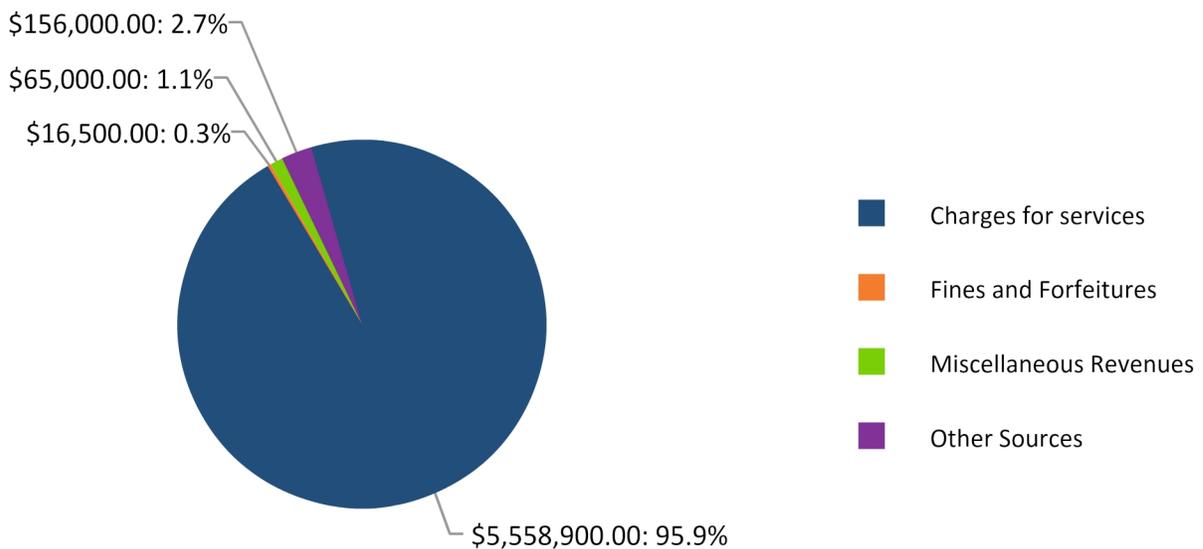
Water Fund Revenues

The City owns and operates one of the two water systems serving residents and businesses located within the City. The City’s water system services approximately 4,000 customers. Since the Water Fund is an enterprise fund, it operates like a private business and is supported in whole by water related fees. 95.90% of revenues for FY21 comes from current charges for services. The remaining majority comes from various fees and interest earned on the fund's invested cash. The City currently purchases all of its water from the Jordan Valley Water Conservancy District, while supplying the infrastructure for delivery, storage and maintenance of the water system.

The revenues that sustain the Water Fund can be broken into five (5) categories: charges for services, fines and forfeitures, other sources of funding, impact fees and miscellaneous revenue. Historically, the City has elected not to budget current year revenues from impact fees to fund related current year capital projects; instead, the City reviews the Water Impact Fee Fund balance at various times during each year and the City council makes allocations towards qualified projects as needed. In the budget, this is listed as other sources of funding. FY21 does not include any impact fees as a funding source or as an impact fee capital expense. Utah law considers impact fees as restricted for projects related to new growth, thus, the City monitors and allocates funding for them separately.

The City considers applicable rate increases, if any, into annual revenue projections. All rate increases are approved by the City council. Jordan Valley Water Conservancy District has yet to notify the City of any water purchase rate increases for fiscal year 2020-2021; however, no rate increase are budgeted for FY21. Water usage has been stable over the past several years and increases in revenues have been driven only by increases to the water rates.

FY21 BUDGETED WATER REVENUES





WATER FUND: SOURCES & USES BY TYPE

	2017-2018 Total Activity	2018-2019 Total Activity	2019-2020 YTD Activity	2019-2020 Final Budget	2020-2021 Adopted Annual Budget
Fund: 510 - WATER					
Revenue					
340 - Charges for Services	\$ 4,988,999	\$ 5,081,615	\$ 5,285,944	\$ 5,473,000	\$ 5,558,900
350 - Fines & Forfeitures	\$ 16,635	\$ 15,713	\$ 17,079	\$ 16,000	\$ 16,500
360 - Miscellaneous Revenue	\$ 135,458	\$ 1,181,712	\$ 340,142	\$ 50,000	\$ 65,000
370 - Other Sources of Funding	\$ 13,939	\$ (1,059)	\$ 3,071	\$ 800,000	\$ 156,000
Total Revenue:	\$ 5,155,032	\$ 6,277,981	\$ 5,646,236	\$ 6,339,000	\$ 5,796,400
Expense					
510 - Personnel Services	\$ 376,834	\$ 576,612	\$ 560,055	\$ 536,550	\$ 691,250
610 - General & Contracted Services	\$ 407,902	\$ 400,524	\$ 467,520	\$ 452,360	\$ 461,860
620 - Travel	\$ 588	\$ 3,057	\$ 1,522	\$ 5,690	\$ 9,370
630 - Operational Expenses	\$ 384,965	\$ 326,882	\$ 361,151	\$ 519,090	\$ 429,330
640 - Operational Expenses - Public Services	\$ 2,075,117	\$ 2,212,227	\$ 2,545,200	\$ 2,508,240	\$ 2,702,460
650 - Non-Operational Expenses	\$ 1,032,064	\$ 1,036,245	\$ —	\$ 1,000,000	\$ 1,200,000
670 - Capital Outlay	\$ 120,978	\$ 92,834	\$ 485,581	\$ 3,705,300	\$ 3,829,000
685 - Bond Obligations	\$ 38,798	\$ 36,676	\$ 1,750	\$ 36,680	\$ 34,350
690 - Other Uses of Funds	\$ —	\$ (63,095)	\$ —	\$ (2,424,910)	\$ (3,561,220)
Total Expense:	\$ 4,437,246	\$ 4,621,962	\$ 4,422,780	\$ 6,339,000	\$ 5,796,400
Total Fund: 510 - WATER:	\$ 717,786	\$ 1,656,020	\$ 1,223,456	\$ —	\$ —
Fund: 511 - WATER IMPACT FEES					
Revenue					
320 - Licenses & Permits	\$ 280,353	\$ 443,455	\$ 996,400	\$ —	\$ —
360 - Miscellaneous Revenue	\$ (13,550)	\$ (14,456)	\$ (4,740)	\$ —	\$ —
370 - Other Sources of Funding	\$ —	\$ —	\$ —	\$ —	\$ —
Total Revenue:	\$ 266,803	\$ 428,999	\$ 991,660	\$ —	\$ —
Expense					
610 - General & Contracted Services	\$ 4,163	\$ —	\$ —	\$ —	\$ —
670 - Capital Outlay	\$ —	\$ —	\$ —	\$ —	\$ —
Total Expense:	\$ 4,163	\$ —	\$ —	\$ —	\$ —
Total Fund: 511 - WATER IMPACT FEES:	\$ 262,640	\$ 428,999	\$ 991,660	\$ —	\$ —



WATER FUND: CAPITAL OUTLAY DETAIL

**WATER CAPITAL PROJECT DETAIL
FY21 BUDGET**

PROJECT #	PROJECT NAME	AMOUNT
CIP0084	EMERGENCY WATER SYSTEMS FUNDS	\$ 100,000
CIP17-123	SUNCREST WATER PUMPS - ZONES 3 & 4	\$ 284,300
CIP19-16	CONTRIBUTION FOR SOFTWARE PROGRAM	\$ 22,500
CIP19-20	NEW PUBLIC WORKS BUILDING	\$ 1,500,000
CIP20-06	OAK VISTA WATER LINE & PRV REPLACEMENT	\$ 1,698,900
	TOTAL	\$ 3,605,700

**WATER - CAPITAL OUTLAY DETAIL (NON - PROJECT)
FY21 BUDGET**

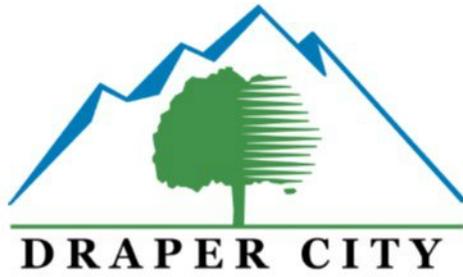
PROJECT #	PROJECT NAME	AMOUNT
N/A	REPLACE: LIGHT DUTY WATER TRUCK	\$ 36,000
N/A	REPLACE: FLEET SERVICE TRUCK (SEE NOTE BELOW)	\$ 26,300
N/A	NEW: 10 WHEELER DUMP TRUCK	\$ 155,000
N/A	NEW: 7 X 14 ENCLOSED TRAILER	\$ 6,000
	TOTAL	\$ 223,300

TOTAL CAPITAL PROJECTS	\$ 3,605,700
TOTAL CAPITAL OUTLAY (NON-PROJECT)	\$ 223,300

TOTAL WATER CAPITAL BUDGET: \$ 3,829,000

Note: For all capital outlay and equipment with a cost over \$5,000. These are budgeted as both an expense and a contra expense. Capital items are detailed above for tracking purposes only. The actual accounting for these expenses will post as part of depreciation (non-operational expenses) as the asset is used over its useful life.

The purchase of this truck was allocated based on estimated use by fund. The both the Water Fund and Storm Water Fund will each contribute \$26,300, the Solid Waste Fund will contribute \$105,000 and the General Fund will contribute \$52,000. The total cost of the truck, which will be owned by the General Fund fleet division is \$210,000.



STORM WATER FUND

ANNUAL BUDGET
FISCAL YEAR ENDING - JUNE 30, 2021



STORM WATER FUND: FUND SUMMARY

Function:

The Storm Water Fund is administrated as a Division of the Public Works Department and is responsible to protect life and property from flooding and keep the public street system from being flooded during rainstorms and spring run-off. The division complies with federal quality regulations and maintains a large number of detention / retention basins. Storm Water staff also provides burial services in the City cemetery, and participates in the winter snow removal effort. Wages related to burial and snow removal are charged directly to the General Fund and are not included within this budget.

Accomplishments:

- 3,200 feet of storm drain lines cleaned
- 4,564 lane miles of street sweeping with 458 tons of debris collected
- Approximately 36 detention basins weeded and cleaned
- 11 burials

Goals:

- Continue street sweeping by zones
- Continue routine basin maintenance and inspections
- Continue preventive and routine maintenance on storm drain infrastructure
- Continue assisting with snow removal City-wide.



STORM WATER FUND: REVENUE ANALYSIS

Storm Water Fund Revenues

The City is responsible for the management and distribution of all storm water produced within its boundaries. The City currently budgeted 3.3 million as charges for services. Improved properties are assessed a fee per equivalent residential unit (ERU).

There is no rate increase budgeted this year. The fund is financially healthy and is sufficiently providing needed services funded by the current fee of \$9/ ERU. The City has also seen some natural growth to the number of active storm water accounts. There are currently nearly 11,000 storm water utility accounts.

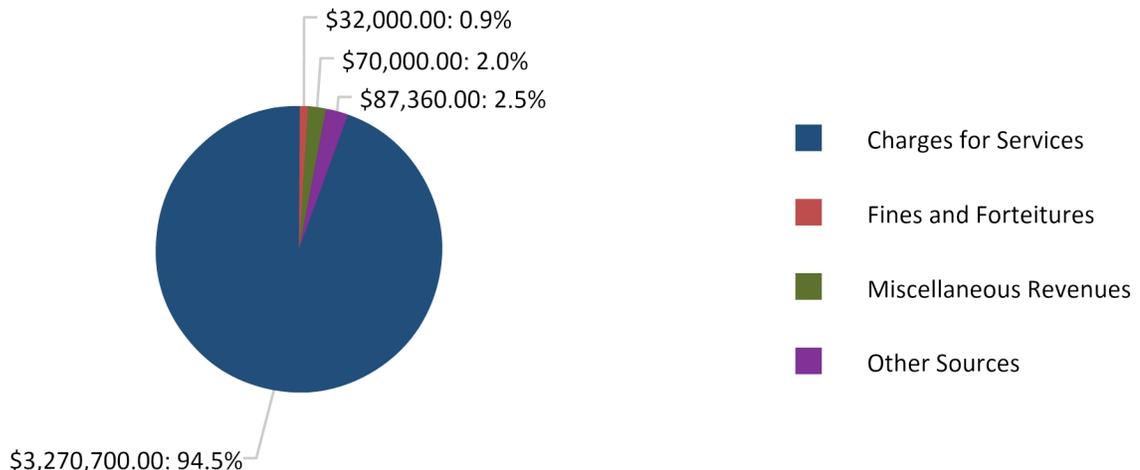


The revenues that sustain the Storm Water Fund can be broken into five (5) categories: Charges for services fines and forfeitures, other sources of funding impact fees, and miscellaneous revenue. Historically, the City has elected not to budget current year revenues from impact fees to fund related current year capital projects; instead, the City reviews the Storm Water Impact Fee Fund balance to make allocations for these one-time capital projects.

FY21 includes no impact fee funding. Utah law considers impacts fees as restricted for projects related to new growth, thus, the City monitors and allocated funding for them separately. The storm water's ongoing expenses are 97% funded from current charges for services.

For FY21, Draper has zero budgeted revenue from the fund's fund balance. Over the past several years, the City actively worked to reduce its fund balance from prior year savings in order to meet the needs to the City and to follow the storm water master plan. If the fund ever builds up a fund balance, the money is used for one-time capital improvement projects and are not used to fund on-going operations. Each year, the City does multiple analysis to determine available fund balance, if available, the council will allocate depending on greatest need.

FY21 BUDGETED STORM WATER REVENUES





STORM WATER FUND: SOURCES & USES BY TYPE

	2017-2018 Total Activity	2018-2019 Total Activity	2019-2020 YTD Activity	2019-2020 Final Budget	2020-2021 Adopted Annual Budget
Fund: 520 - STORM WATER					
Revenue					
330 - Inter Governmental Revenue	\$ —	\$ 1,525,261	\$ —	\$ —	\$ —
340 - Charges for Services	\$ 3,150,036	\$ 3,221,298	\$ 2,994,349	\$ 3,340,000	\$ 3,270,700
350 - Fines & Forfeitures	\$ 32,935	\$ 31,698	\$ 26,741	\$ 33,000	\$ 32,000
360 - Miscellaneous Revenue	\$ 369,514	\$ 1,392,590	\$ 136,232	\$ 60,000	\$ 70,000
370 - Other Sources of Funding	\$ —	\$ 52,281	\$ 3,071	\$ —	\$ 87,360
Total Revenue:	\$ 3,552,485	\$ 6,223,128	\$ 3,160,393	\$ 3,433,000	\$ 3,460,060
Expense					
510 - Personnel Services	\$ 358,286	\$ 418,485	\$ 433,332	\$ 468,110	\$ 546,130
610 - General & Contracted Services	\$ 32,295	\$ 62,712	\$ 54,937	\$ 57,780	\$ 181,740
620 - Travel	\$ —	\$ 12	\$ 1,133	\$ 7,100	\$ 7,970
630 - Operational Expenses	\$ 307,355	\$ 239,335	\$ 274,306	\$ 398,880	\$ 368,380
640 - Operational Expenses - Public Services	\$ 102,101	\$ 107,316	\$ 66,411	\$ 159,900	\$ 147,500
650 - Non-Operational Expenses	\$ 280,966	\$ 581,575	\$ —	\$ 370,000	\$ 625,000
660 - Miscellaneous Expenses	\$ —	\$ —	\$ 7,646	\$ —	\$ —
670 - Capital Outlay	\$ 440,981	\$ 2,927,442	\$ 1,207,878	\$ 3,289,100	\$ 2,366,300
690 - Other Uses of Funds	\$ —	\$ (3,808,324)	\$ —	\$ (1,317,870)	\$ (782,960)
Total Expense:	\$ 1,521,984	\$ 528,553	\$ 2,045,643	\$ 3,433,000	\$ 3,460,060
Total Fund: 520 - STORM WATER:	\$ 2,030,501	\$ 5,694,575	\$ 1,114,750	\$ —	\$ —
Fund: 521 - STORM WATER IMPACT FEES					
Revenue					
320 - Licenses & Permits	\$ 820,611	\$ 1,592,482	\$ 729,501	\$ —	\$ —
360 - Miscellaneous Revenue	\$ 39,317	\$ 86,649	\$ 67,267	\$ —	\$ —
370 - Other Sources of Funding	\$ —	\$ —	\$ —	\$ 600,500	\$ 536,000
Total Revenue:	\$ 859,928	\$ 1,679,131	\$ 796,767	\$ 600,500	\$ 536,000
Expense					
610 - General & Contracted Services	\$ 4,163	\$ —	\$ —	\$ —	\$ —
670 - Capital Outlay	\$ 75,347	\$ 1,010,165	\$ 64,460	\$ 600,500	\$ 536,000
Total Expense:	\$ 79,509	\$ 1,010,165	\$ 64,460	\$ 600,500	\$ 536,000
Total Fund: 521 - STORM WATER IMPACT FEES:	\$ 780,419	\$ 668,966	\$ 732,307	\$ —	\$ —



STORM WATER FUND: CAPITAL OUTLAY DETAIL

**STROM WATER CAPITAL PROJECT DETAIL
FY21 BUDGET**

PROJECT #	PROJECT NAME	AMOUNT
CIP0036	DETENTION BASIN IMPROVEMENTS (ANNUAL PROJECT)	\$ 220,000
CIP0083	EMERGENCY STORM DRAIN FUNDS	\$ 250,000
CIP19-16	CONTRIBUTION FOR SOFTWARE PROGRAM	\$ 22,500
CIP19-19	DRAPER ELEMENTARY ROADWAY EXTENSTION	\$ 75,000
CIP19-20	NEW PUBIC WORKS BUILDING	\$ 1,500,000
	TOTAL	\$ 2,067,500

**STORM WATER CAPITAL OUTLAY DETAIL (NON-PROJECT)
FY21 BUDGET**

PROJECT #	PROJECT NAME	AMOUNT
N/A	REPLACE: FLEET SERVICE TRUCK (SEE NOTE BELOW)	\$ 26,300
N/A	REPLACE: LIGHT DUTY TRUCK # 144	\$ 42,000
N/A	NEW: MINI EXCAVATOR	\$ 106,500
N/A	NEW: SKID STEER	\$ 45,500
N/A	NEW: BACKHOE PURCHASE	\$ 78,500
	TOTAL	\$ 298,800

TOTAL CAPITAL PROJECTS	\$ 2,067,500
TOTAL CAPITAL OUTLAY (NON-PROJECT)	\$ 298,800

Total Storm Water Capital Outlay \$ 2,366,300

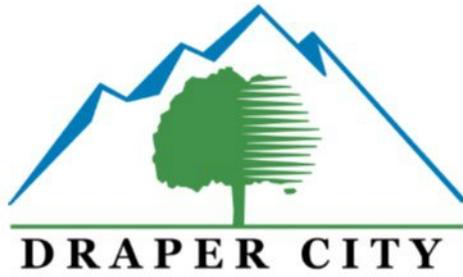
**STORM WATER IMPACT FEE CAPITAL PROJECT DETAIL
FY21 BUDGET**

PROJECT #	PROJECT NAME	AMOUNT
CIP18-29	700 WEST (12300 S TO 11400 S)	\$ 117,000
CIP19-25	LONE PEAK NORTH	\$ 419,000
	TOTAL	\$ 536,000

Total Storm Water Impact Capital Outlay \$ 536,000

Note: For all capital outlay and equipment with a cost over \$5,000. These are budgeted as both an expense and a contra expense. Capital items are detailed above for tracking purposes only. The actual accounting for these expenses will post as part of depreciation (non-operational expenses) as the asset is used over its useful life.

The purchase of this truck was allocated based on estimated use by fund. The both the Water Fund and Storm Water Fund will each contribute \$26,300, the Solid Waste Fund will contribute \$105,000 and the General Fund will contribute \$52,000. The total cost of the truck, which will be owned by the General Fund fleet division is \$210,000.



SOLID WASTE FUND

ANNUAL BUDGET
FISCAL YEAR ENDING - JUNE 30, 2021



SOLID WASTE FUND: FUND SUMMARY

Function:

The Solid Waste Fund is administrated as a division within the Public Works Department. This division provides residential refuse collection and recycling. Solid Waste also oversees the dumpster rental program.

Accomplishments during 2019 Calender Year:

- Provided waste pick-up for 10,250 residences
- Refuse Stats: 17,200 tons taken to Trans Jordan Landfill (Heaviest Month = May: 2,000 tons; Lightest Month = Feb: 950 tons)
- Recycling Stats: 1,875 tons taken to Rocky Mountain Recycling (Heaviest Month = July: 200 tons; Lightest Month = January: 100 tons)
- Dumpster Program: 450 dumpsters delivered
- 2,000 residential containers request resolved



SOLID WASTE FUND: REVENUE ANALYSIS

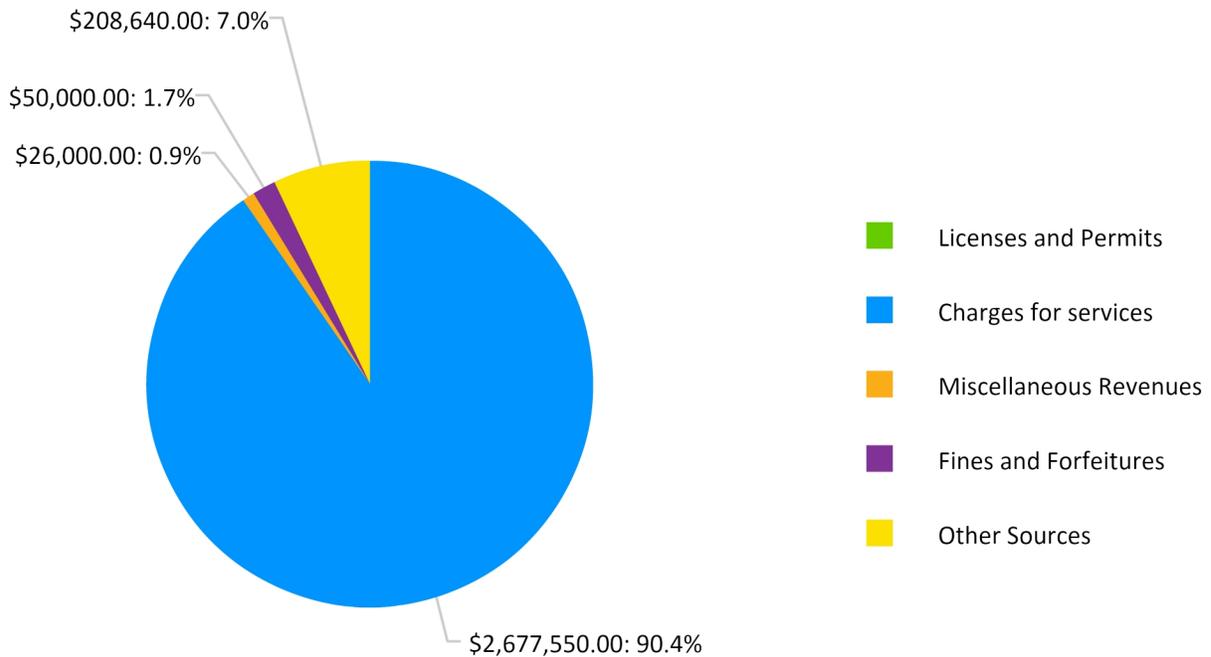
Solid Waste Fund Revenues



There are approximately 10,300 solid waste accounts serviced. The main revenue source for this fund is charges for service and is based on a cost recovery calculation.

No rate increase has been adopted in FY21. Revenues for this fund are approximately \$2.7 million. Charges from services fully funds this service. No other funding source is required to fund the solid waste division of the City. Since the inception of the program in 2010 there not been any contributions from the General Fund as the revenues are have been very stable. The City is a member of the Trans-Jordan Cities landfill.

FY21 BUDGETED SOLID WASTE REVENUES





SOLID WASTE FUND: SOURCES & USES BY TYPE

	2017-2018 Total Activity	2018-2019 Total Activity	2019-2020 YTD Activity	2019-2020 Final Budget	2020-2021 Adopted Annual Budget
Fund: 530 - SOLID WASTE					
Revenue					
320 - Licenses & Permits	\$ —	\$ —	\$ —	\$ —	\$ —
340 - Charges for Services	\$ 2,505,478	\$ 2,579,283	\$ 2,418,987	\$ 2,583,000	\$ 2,677,550
350 - Fines & Forfeitures	\$ 27,717	\$ 25,634	\$ 20,220	\$ 27,000	\$ 26,000
360 - Miscellaneous Revenue	\$ 257,005	\$ 366,156	\$ 93,665	\$ 40,000	\$ 50,000
370 - Other Sources of Funding	\$ (51,201)	\$ (15,338)	\$ —	\$ 33,470	\$ 208,640
Total Revenue:	\$ 2,738,999	\$ 2,955,734	\$ 2,532,873	\$ 2,683,470	\$ 2,962,190
Expense					
510 - Personnel Services	\$ 592,506	\$ 669,112	\$ 655,045	\$ 735,200	\$ 838,800
610 - General & Contracted Services	\$ 362,029	\$ 454,961	\$ 438,918	\$ 589,800	\$ 646,490
620 - Travel	\$ 1,817	\$ 1,646	\$ —	\$ 1,800	\$ 1,660
630 - Operational Expenses	\$ 359,046	\$ 293,642	\$ 376,173	\$ 424,710	\$ 417,240
640 - Operational Expenses - Public Services	\$ 320,447	\$ 427,052	\$ 349,987	\$ 481,960	\$ 478,000
650 - Non-Operational Expenses	\$ 403,705	\$ 418,042	\$ —	\$ 450,000	\$ 475,000
670 - Capital Outlay	\$ 1	\$ 303,236	\$ 591,826	\$ 2,116,010	\$ 2,087,000
690 - Other Uses of Funds	\$ —	\$ (303,000)	\$ —	\$ (2,116,010)	\$ (1,982,000)
Total Expense:	\$ 2,039,551	\$ 2,264,690	\$ 2,411,947	\$ 2,683,470	\$ 2,962,190
Total Fund 530 - SOLID WASTE:	\$ 699,448	\$ 691,045	\$ 120,925	\$ —	\$ —

SOLID WASTE FUND: CAPITAL OUTLAY DETAIL

**SOLID WASTE CAPITAL PROJECT DETAIL
FY21 BUDGET**

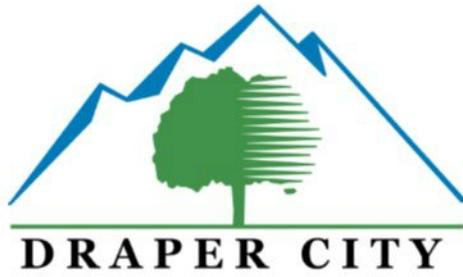
PROJECT #	PROJECT NAME	AMOUNT
CIP19-20	NEW PUBLIC WORKS BUILDING	\$ 1,500,000
CIP19-16	CONTRIBUTION FOR SOFTWARE PROGRAM	\$ 22,500
	TOTAL CAPITAL PROJECTS	\$ 1,522,500

**SOLID WASTE CAPITAL OUTLAY DETAIL (NON-PROJECT)
FY21 BUDGET**

PROJECT #	DESCRIPTION	AMOUNT
N/A	REPLACE: RESIDENTIAL GARBAGE / RECYCLE TRUCK	\$ 294,000
N/A	REPLACE: ROLL OFF TRUCK	\$ 165,500
N/A	REPLACE: FLEET SERVICE TRUCK (SEE NOTE BELOW)	\$ 105,000
	TOTAL NON-PROJECT	\$ 564,500
	TOTAL CAPITAL OUTLAY DETAIL:	\$ 2,087,000

Note: For all capital outlay and equipment with a cost over \$5,000. These are budgeted as both an expense and a contra expense. Capital items are detailed above for tracking purposes only. The actual accounting for these expenses will post as part of depreciation (non-operational expenses) as the asset is used over its useful life.

The purchase of this truck was allocated based on estimated use by fund. The both the Water Fund and Storm Water Fund will each contribute \$26,300, the Solid Waste Fund will contribute \$105,000 and the General Fund will contribute \$52,000. The total cost of the truck, which will be owned by the General Fund fleet division is \$210,000.



AMBULANCE FUND

ANNUAL BUDGET
FISCAL YEAR ENDING - JUNE 30, 2021



AMBULANCE FUND: FUND SUMMARY

Function:

The Draper City Ambulance Fund, although a separate accounting fund, is managed and administrated as a division within the Draper City Fire Department. The Ambulance Fund/division is responsible for providing quality and innovative emergency medical services to the residents of Draper City. Services delivered in the areas of emergency medical treatment and ambulance transport and education while adhering to our Core Values of integrity, accountability, teamwork, community, and professionalism.

Other Information:

The City employs 15 full-time paramedics at 2,912 hours in the FY21 budget.

The City contracts with a third party vendor for the collection and billing of all ambulance / medical related services.



AMBULANCE FUND: REVENUE ANALYSIS

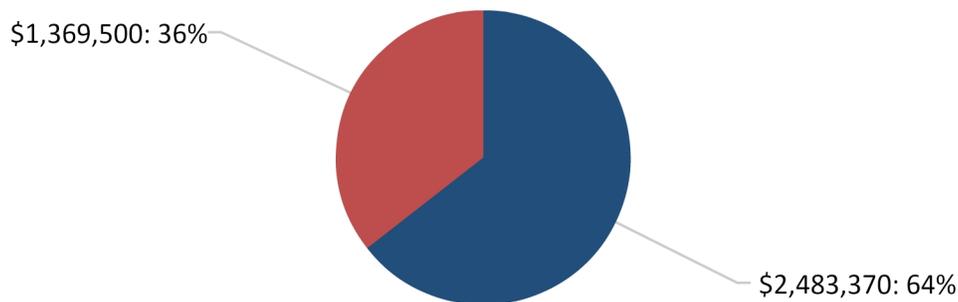
Ambulance Fund Revenues

FY18 was the first full year that the City has had its ambulance services in-house. As an enterprise fund, the goal is to have all revenues support operations. For FY21, we estimated total revenues from charges for services to be \$2,483,370. This amount is net of \$660,000 in estimated bad debt and write-offs due to the nature of medical billings where there will be a higher non-collectible amount when compared with the other billings of the City. These revenues are collected and billed by a third party contractor and deposits are made weekly into a Draper City account.

The General Fund is budgeting a contribution of \$1,369,500 in order to maintain a positive fund balance. The General Fund will not make the actual transfer to the Ambulance Fund in FY21 above what is required to bring the fund balance up to zero. It is important to note that the Ambulance Fund is budgeted to pay the General Fund \$672,300 in interdepartmental charges in FY21 (overhead fees for buildings, General Fund staff time and other cost). After the overhead charges the net General Fund contribution is about \$697,200 for FY21 if the entire \$1,369,500 were to be transferred.

FY20 was the first year that 100% of all paramedic wages and benefits were budgeted directly out of the fund rather than a 50/50 split with the General Fund. This has worked well as it also ensures that the overhead is allocated fairly. The City feels having the full cost reported in this fund is more transparent in the form of a single transfer from the General Fund line.

FY21 BUDGETED AMBULANCE REVENUES



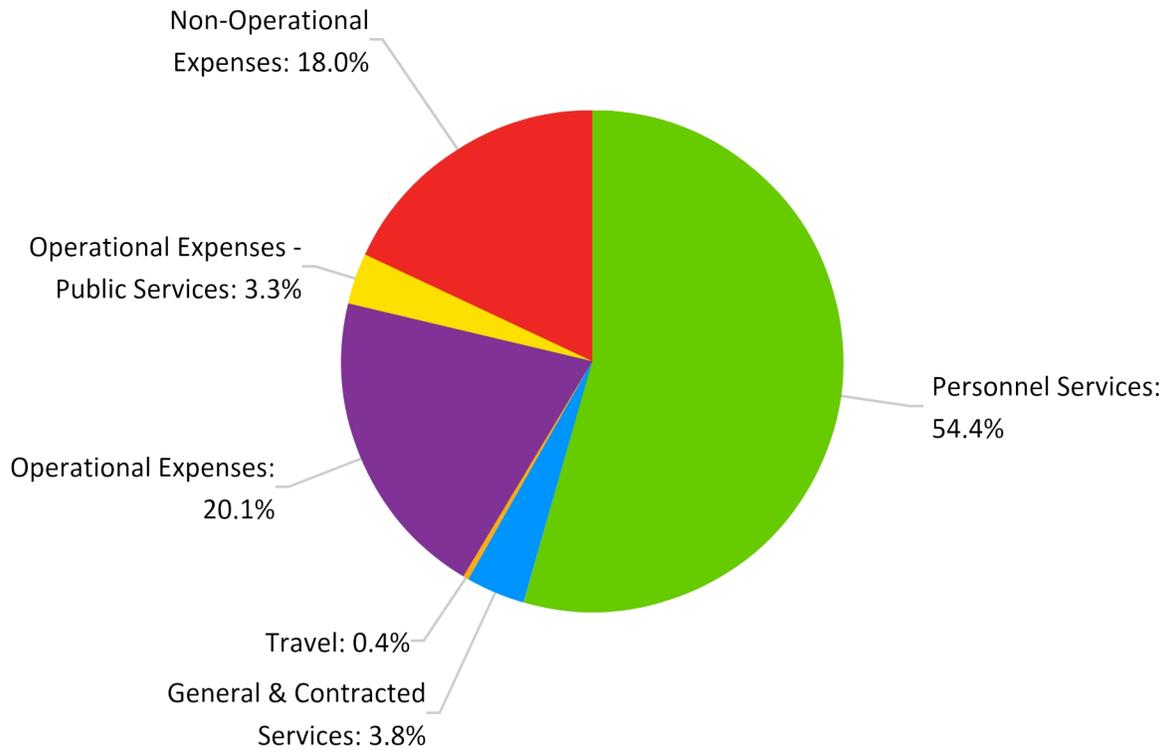
- Charges for services
- Other Sources
- Miscellaneous Revenue



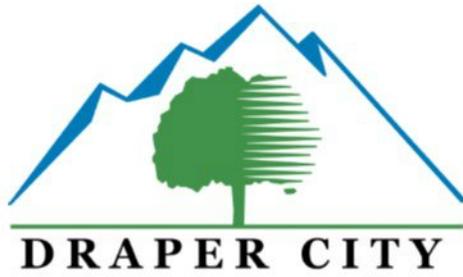
AMBULANCE FUND: SOURCES & USES BY TYPE

	2017-2018 Total Activity	2018-2019 Total Activity	2019-2020 YTD Activity	2019-2020 Final Budget	2020-2021 Adopted Annual Budget
Fund: 550 - AMBULANCE					
Revenue					
330 - Inter Governmental Revenue	\$ —	\$ —	\$ 8,161	\$ —	\$ —
340 - Charges for Services	\$ 1,994,721	\$ 2,086,312	\$ 1,623,801	\$ 2,327,790	\$ 2,483,370
360 - Miscellaneous Revenue	\$ 22,583	\$ (31,113)	\$ (45,780)	\$ 15,000	\$ —
370 - Other Sources of Funding	\$ 663,635	\$ 1,202,314	\$ 1,266,050	\$ 1,451,050	\$ 1,369,500
Total Revenue:	\$ 2,680,938	\$ 3,257,514	\$ 2,852,231	\$ 3,793,840	\$ 3,852,870
Expense					
510 - Personnel Services	\$ 1,055,648	\$ 2,031,835	\$ 1,937,381	\$ 1,963,700	\$ 2,023,400
610 - General & Contracted Services	\$ 102,076	\$ 166,075	\$ 165,418	\$ 137,250	\$ 184,300
620 - Travel	\$ —	\$ 2,739	\$ 6,247	\$ 13,590	\$ 10,370
630 - Operational Expenses	\$ 615,212	\$ 642,680	\$ 714,466	\$ 725,700	\$ 747,400
640 - Operational Expenses - Public Services	\$ 60,760	\$ 87,239	\$ 119,152	\$ 118,600	\$ 132,500
650 - Non-Operational Expenses	\$ 752,238	\$ 484,729	\$ 421,569	\$ 650,000	\$ 754,900
670 - Capital Outlay	\$ 812	\$ 16,443	\$ —	\$ 185,000	\$ —
690 - Other Uses of Funds	\$ —	\$ (16,400)	\$ —	\$ —	\$ —
Total Expense:	\$ 2,586,746	\$ 3,415,340	\$ 3,364,233	\$ 3,793,840	\$ 3,852,870
Total Fund: 550 - AMBULANCE:	\$ 94,192	\$ (157,826)	\$ (512,002)	\$ —	\$ —

FY21 Ambulance Fund Budgeted Expenses



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RISK MANAGEMENT FUND

ANNUAL BUDGET
FISCAL YEAR ENDING - JUNE 30, 2021



RISK MANAGEMENT FUND: FUND SUMMARYFunction:

The Risk Management Internal Service Fund provides property, liability, and auto insurance coverage, claims administration, and loss control services for Draper City and their departments. Critical to the administration of the Fund is the Governmental Immunity Act, Utah Code Title 63G-7 which limits the exposure of the Fund.

The Fund through its Risk Manager provides claims administration, loss control services, internal risk allocation financing and workers' compensation processes.

Accomplishments:

- Maintained insurance coverage for all lines of insurance which includes property, liability, auto physical damage and workers compensation.
- Property insurance covered all of the city's assets with a total value of over \$500,000,000.
- Workers Compensation coverage for all employees with a total payroll of over \$21,500,000.
- Provide auto-physical damage coverage to a fleet of over 300 vehicles.
-

Goals:

- Provide and develop loss control services that will meet and address city issues in a prompt and effective manner.
- Provide insurance renewals that will adequately cover the city's exposure to the different types of coverage.
- Manage and coordinate claims administration with third party claims administrators.
- Assist in the risk financing to properly allocate the cost of insurance to the departments based on claims losses and current exposure.

RISK MANAGEMENT FUND: SOURCES & USES

Risk Management Fund

Classification	2017-2018 Total Activity	2018-2019 Total Activity	2019-2020 YTD Activity	2019-2020 Final Budget	2020-2021 Adopted Annual Budget
Revenue					
3430 - Sales and Service	\$ 599,998	\$ 599,740	\$ 810,000	\$ 810,000	\$ 730,000
3610 - Interest Earnings	\$ 42,563	\$ 69,079	\$ 51,992	\$ —	\$ —
3690 - Other Misc Revenue	\$ 36,006	\$ 165,376	\$ 991	\$ —	\$ 33,600
3710 - Interfund Transfers	\$ 850,000	\$ 510,700	\$ —	\$ —	\$ —
Total Revenue:	\$ 1,528,567	\$ 1,344,895	\$ 862,983	\$ 810,000	\$ 763,600
Expense					
5110 - Salaries and Wages	\$ —	\$ —	\$ 29,136	\$ 52,600	\$ 55,100
5120 - Benefits	\$ —	\$ —	\$ 16,735	\$ 34,600	\$ 36,400
6110 - Professional & Technical	\$ 284,776	\$ 305,774	\$ 321,297	\$ 300,000	\$ 320,000
6390 - Other Operational Expenses	\$ 925,098	\$ 388,590	\$ 394,608	\$ 422,800	\$ 352,100
Total Expense:	\$ 1,209,874	\$ 694,364.13	\$ 761,777	\$ 810,000	\$ 763,600
Report Total:	\$ 318,693	\$ 650,531	\$ 101,206	\$ —	\$ —

